DOCUMENT RESUME

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ABSTRACT

The catalog lists various commercially prepared media materials available on loan from the Westside Area Career Occupation Project (WACOP) Media Center for evaluation prior to school or district purchase. Among the types of media specified are: books, kits, cassettes, films, instructional units, transparencies, posters, pamphlets, and magazines. The materials are first divided into appropriate grade levels from kindergarten through Grade 12. They are further divided into career elements of: career awareness, self-awareness, appreciations and attitudes, decision-making skills, economic awareness, skills awareness, beginning competency, employability skills, and educational awareness. For each item, the type of media is identified, the title listed, and an annotation of the contents provided. The source of the materials is also listed. An overall evaluation of the product is included. Materials for Special Education students and teacher reference materials are listed separately. (AG)

ED 089108

WACOP

Westside Area Career/Occupation Project

MEDIA CATALOG

1973 1974

U.S. DEPARTMENT OF HEALTH
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
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CE 001 164

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WACOP 1973-74
MEDIA CENTER
CATALOG

The WACOP Media Center is a state-funded service agency serving over 77 schools in 20 plus districts in Western Maricopa County. We serve as a resource center through which career education media is being tried and evaluated in WACOP area classrooms prior to school or district purchase with recommendations and evaluations available for anyone interested to review. We are available as teacher and librarian consultants in all aspects of career education related to use of all media--printed, auditory, or visual in the classroom.

This catalog will be up-dated by supplements three times during the project year 73-74. If you have needs which are not met by these listings, please call; what you're looking for may have come in since this printing.

To check out media you

Sign and return the Use-Agreement Form enclosed (a one-time procedure) then

Fill out request forms such as the one enclosed

or

Write your requests with your name and school on a piece of paper. Give these to your school consultant or mail them to the Media Center

or

In emergency, call 939-1473 and tell us what you need.

Unless otherwise noted, media is delivered to your school office sometime on a Monday and collected FROM YOUR SCHOOL OFFICE (or library in some schools) any time after 8:00 A.M. the second Friday after delivery (you will normally have 8 school days of use). Due to delivery schedules being so tight, IF YOUR CHECKED-OUT MATERIALS ARE NOT READY WHEN THE DRIVER COMES, OR IF THE EVALUATION CARD IS NOT COMPLETE, YOU WILL BE RESPONSIBLE FOR RETURNING YOUR MATERIALS TO THE MEDIA CENTER BEFORE DELIVERY TIME ON MONDAY so that the next person can be served and future requests will be cancelled until a new Use-Agreement Form is filed.

In order for Career Education Media to be more accessable to personnel in the project, we are issuing this catalog by grade levels. The codes are as follows:

Teacher Reference	Blue paper
Primary (K-3)	Yellow paper
Intermediate (4-6)	Pink paper
Upper (7-8)	Goldenrod paper
High School (9-12)	Green paper
Special Ed./General Info.	White paper

Within each grade level materials are grouped by Career Elements:

- Career Awareness
- Self-Awareness
- Appreciations and Attitudes
- Decision-Making Skills
- Economic Awareness
- Skills Awareness, Beginning Competency
- Employability Skills
- Educational Awareness

Materials designed for, or especially appropriate for Special Education students are listed in a separate section at the end of the Upper level materials.

HOW TO READ ENTRIES

① MAN HAS WINGS Kt 2 ⑤
Set of 6 f.s. and 3 cassettes with
② teachers guide and student summary
sheets. Titles such as Passenger
Service agent, Engine Mechanic.
④ Excellent Bowmar ③

① title of media

② annotation of contents

③ source of materials

④ product overall evaluation: Product overall evaluation of poor, good or excellent are the result of a summer workshop in which people representing all grade levels and disciplines evaluated the commercial media in the catalog for content and overall usability. The grade levels were also determined in this way. Grade levels do not mean that materials are reserved for the one where listed, but may be tried in any grade upon request.

⑤ call number code

Bk - book
Kt - kit
C - cassette
Fl - film loop
Fs - film strip
S - shoebox
W - instructional unit
W7 - instructional unit - WACOP
M - transparancy, misc.
Pt - posters
Ph - pamphlets, magazines, etc.

MEDIA-USE AGREEMENT FORM

This year the WACOP Media Center is serving as a state-wide demonstration center for commercially prepared career education materials. The teachers in the WACOP areas are asked to serve as material evaluators. Media will be delivered to and collected from the individual school offices and will generally be checked out for a 2 week period of time.

1. As evaluation of materials is of prime concern, no more than 2 items per 2 weeks will be sent under normal conditions.
2. Materials must be ready for collection on the day due and be returned complete and in order, or with appropriate notation attached to the outside of the package.
3. The evaluation card must be completely filled in and with the material at collection.

Requests will be cancelled if evaluations are not done and materials are not ready on time. Filing a new Media-Use Agreement Form will permit reordering of materials following a cancellation.

We look forward to serving your needs both in the Media Center and in the schools. Once this request is on file, your requests will be processed within a week of receipt and a copy of the confirmation will be sent to you.

COMPLETE FORM --- DETACH --- RETURN

I want to make use of WACOP Media this year (73-74). I understand my obligations consist of careful use, complete evaluation and prompt return of materials.

I understand requests will be cancelled if evaluations are not completed and materials are not ready for collection on time. I also know that filing a new Media-Use Agreement form will permit reordering of materials following a cancellation.

Signature

(print or type name)

(school name)

(date)

TEACHER REFERENCE

Due to space limitations, only the major titles are annotated here. Additional materials are available under the categories of state reports, materials from other projects from throughout the United States as well as publications aimed at public awareness of career education. Catalog files for major companies are available. Files of activities and handouts for teacher use have been developed. These can be explored by coming to the media center or contacting the consultant in the school or center.

CAREER EDUCATION

CAREER AWARENESS IN THE ELEMENTARY GRADE (Bk 530 A)

Instructional television guide for teaching all clusters to grades 4 - 6. Good visuals and complete plans included. Memphis

CAREER DEVELOPMENT SERVICE (Bk 43A)

Speciman kit for 3 levels of a career program for school curriculum. Includes interest tests and classroom materials. Palmer Publications

CAREER EDUCATION IN THE ENVIRONMENT (Bk 170A)

Book for teacher reference has background information, explores careers in the field and gives references for additional sources of references. Olympus Research

CAREER EDUCATION PROGRAM Vol. I (Bk 654 A)

Looseleaf notebook presents activities, exercises as well as background information for K-6. Sample lessons are given for each unit as examples of how the subject matter can be integrated into the "academic" program. Duplicating masters are included.

Houghton-Mifflin

CAREER EDUCATION PROGRAM Vol.II (Bk 675A)

3 units with lessons for each Look at Yourself, Look at the World of Work and You and Your Career Plans. Preliminary lessons for faculty and parents and comprehensive appendixes included. Preprinted ditto masters also included.

Houghton-Miffli

CAREER EDUCATION PROGRAM Vol.III (Bk 6

Looseleaf notebook for high scho
program with 4 units and lessons for each. Overview, of guidance, Vocational education, work value
and exploration. Unit 2 is work
and nature of careers, Unit 3 relates school to world of work, Vocational interests and apptitu
Unit 4 is follow-up and looking for a job. Provides resource materials and procedures.

Houghton-Miff

CAREER EDUCATION RESOURCE GUIDE (Bk 618A)

Contains overview for 3 grade levels (P,U,H.S.) with activitie
for each. Each activity includes concepts, performance objectives, materials, lesson capsule and observations.

General Learnin

CAREER EDUCATION: WHAT IT IS AND HOW TO DO IT

(Bk 554A)

186 pages. Philosophy, issues, needs, roadblocks, how developed, how to do it, and how to get it done.

Olympus Research

CHECKLISTS FOR DESCRIBING JOB APPLICANTS

(BK 344A)

Useful book for teacher background information, roleplay and simulations. Was originally a working paper for job interviewers.

COUNSELOR'S VOCATIONAL GUIDANCE MANUAL

(Bk663A)

Notebook of materials covers VIEW, Career Units, Information sources, Bibliographyof other Vocational Guidance Projects, relationships of VIEW and OVIS and D.O.T. Also has a unit on Career Counseling for Girls.

San Diego

CURRICULUM GUIDE FOR OCCUPATIONAL ORIENTATION AND EXPLORING JR. H.S. HOME EC. AND INDUSTRIAL ARTS

(Bk535A)

Looks at career exploration in the junior high (7-9) for the 2 subject matter areas in title.

Memphis

ELEMENTARY GUIDE FOR CAREER DEVELOPMENT

(Bk2A)

Curriculum guide by grade level K-6 and subject matter area for a Career of the Month approach.

Austin, TX

INTRODUCTION TO VOCATIONS

(Bk16A)

High school vocational class guide with very useful materials for both teacher, counselor and/or student use.

K-12 GUIDE FOR INTEGRATING CAREER DEVELOPMENT INTO LOCAL CURRICULUM

(Bk591A)

Book from Ohio State. Studies Career Development Programs, models, scope and sequence, then looks at portions-self-world of work, career planning and preparation, career development resource section, sources of materials section, questionnaires, progress checks.

Charles Jones

MATERIALS FOR OCCUPATION EDUCATION

(Bk394A)

Materials sources. Many have been written to by WACOP and single copies of the materials are available in you I.M.C.

NORTH DAKOTA CAREER EDUCATION PROJECT MATERIALS

(M70A)

Teacher reference -activities with objectives for example: gradel social studies, grade 7 math, grade 10 english grammar.

OCCUPATIONAL INFORMATION

(Bk110A)

College text for counselors and guidance personnel planning on vocational work in the school or public.

Hoppock

OCCUPATIONAL INFORMATION IN THE ELEMENTARY SCHOOL

(Bk 1A)

Book for teacher reference looks at theory and application of this topic and then gives concrete examples for implimentation.

SRA

VEG (Vocational Exploration Group)

(G-1)

Kit of materials for Diane's group exploration technique to explore vocational interests. Counselor or teacher checking out materials for use in the classroom must have had the course.

WORLD OF WORK:OCCUPATIONAL-VOCATIONAL GUIDANCE IN THE ELEMENTARY GRADES

(Bk456A)

Teacher and counselor handbook giving rational for occupational vocational information. Chapters include tasks, objectives,grade outlines, concepts and units. Includes also lists of media needed to implement program K-6.

Leslie Press

WYOMING PROJECT

(Bk596A)

Working paper for Elementary Public School Teacher Guide for Career and Attitude Development Grade Kit K-6. Xerox copy.

GENERAL INFO.

ATTITUDES, BEHAVIOR AND HUMAN POTENTIAL. (Bk 631 A)
Magazine for educators. Carl Rogers' "to Be Fully Alive" and 13 other articles. Illustracted. Excellent Background.

EDUCATIONAL GUIDE TO FREE GUIDANCE MATERIALS (Bk558A)
Those materials relating to career education have been ordered by WACOP. There are other possibilities available.
Educ. Prog.Serv.

EDUCATORS GUIDE TO FREE FILMSTRIPS (Bk543A)
Covers all subject areas with free materials available on loan or permanently. 452 titles included. Ed. Prog.Ser.

GUIDE TO SIMULATION GAMES FOR EDUCATION AND TRAINING (Bk313A)
A catalog describing current education games and simulation activities.

SELECTED FREE MATERIALS FOR CLASSROOM TEACHERS (Bk146A)
Catalog of materials available free to teachers, gathered from various agencies and manufacturers around the country. Aubrey

SIMULATION GAMES & ACTIVITIES FOR SOCIAL STUDIES (Bk444A)
Teacher reference book on the topic. Primarily geared to elementary. Instructor Pub.

TEACHING WITH GAMES IN THE CLASSROOM (Bk445A)
Covers use of games in language arts, math, and social studies. Some of these directly relate to the world of work, others to the various career elements or themes. Dension & Co.

YELLOW PAGES OF LEARNING RESOURCES (Bk592A)
Book provies teacher with an opportunity to see the city as a learning center. It covers different aspects of career awareness, appreciation and attitudes, etc. "The aim of the book is to encourage readers, through the examples provided, to extend their own entrepreneurial abilities to locate and utilize additional resources for learning." Tells how to use the telephone yellow pages.

"Well, what's the excuse THIS time?"

TEACHER REFERENCE

GENERAL REFERENCE

CAREER ED. AND THE ELEMENTARY SCHOOL TEACHER BK 766

Teacher reference. Reviews career ed then goes into examples of elem. act. by grade level K-6. "Academic learning through Career Awareness." Also looks at Home and Family in Career Ed, Pre. & In-service, school community-labor market and as part of Human Development. Olympus Pub.

CAREER EDUCATION FOR LEISURE OCCUP. BK 724

Curriculum Guidelines for Recreation Hospitality and tourism, "It is not intent of this publication, nor of career ed, that each career cluster be treated as a new subject to be added to the curriculum". Covers, "What is leisure", "Is There a Need for Career Ed. for Leisure Occup." "What is the Leisure Career Field?" "What are the opportunities for Employment and advancement in the Leisure Field?" and "What are the Basic Requirements for Employment?" Paperback 77 pages. University of Kentucky.

CAREER FOCUS IN SOCIAL STUDIES (SUPPLEMENT) W 338

A workshop result-report. Includes participant's analysis of the themes, suggestions for teaching "themes", primary, intermed and upper units which are written in Arizona format with goals, performance objectives, etc.. Cartwright.

DISCOVERY THROUGH GUIDANCE SERIES BK 338

Four teachers guides. Grades 4, 5, 7, & 8, entitled Quest, Focus, Build & Alive. Designed to help you make discoveries through guidance. Bruce Pub. Company

PRACTICAL APPLICATIONS IN MATH BK 620

Paperback- practice book for math classes - fundamental processes. Allyn & Bacon, Inc.

Intermediate Math

Explore Ways Numbers Talk About People

1. Drivers license number
2. Social security number
3. Credit card number
4. And how these accumulate as one grows older

Movies - Primary

A. What is a Movie?
B. What people work to make movies possible?
C. How can you have a good time at a movie?

WACOP still has a limited supply of standardized tests available on a first-come-first-get-them basis. As of November 1 the following titles are at the Media Center in various quantities:

1) Brainard Occ Preference
2) DAT forms L & M
3) Finding Your Orbit
4) Gordon Occup. Check-list
5) Hall
6) Kuder D D
7) Minn. V & II
8) OVIS
9) Strong - Men and women
10) Thurston Interest Schedule

To get copies you'll need to have a rationale on file and fill out an evaluation after using. There is no charge for the test; but any machine scoring must be paid by the school.

PRIMARY K-3

Career-Awareness

KINDERGARDEN

BECOMING AWARE OF NEEDS AND RESPONSIBILITIES (W-257)

Unit is to develop in the student an understanding of himself as a unique, significant individual. Student examines his own & others needs, interests, aptitudes, feelings, preferences, decisions and responsibilities.

COMMUNITY HELPERS (Pt 46)

large 47" cut-out characters in color with captions of community workers: paper boy, mailman, teacher, grocer, fireman, doctor, policeman.
Cartoon style Exel.

MY COMMUNITY TEACHING PICTURES (Pt 47)

grades K-3 - especially Head Start programs study prints with resource pages-size about 9 x 14 in color drawing.
2 week check-out Exel.

FAMILY WORKERS (W-134)

Deals with what work is, why people work, and the various types of work that are done. Child sees his relationship to other members of the family and his role in the family as a contributing member to the upkeep of the home.

GETTING TO KNOW ME (KT 139)

4 f.s. & 2 cassettes as a self-concept f.s. series. Titles are: People are like Rainbows, (importance of being yourself), A Boat Named George (working with others), Listen Jimmy (Suceeding the right way), Strike Three You're In (recognizing abilities). Exel.

METHOD OF INCLUDING CAREER EDUCATION IN AN EXISTING READING PROGRAM (W-282)

Series of 4 mini-units to be used within an existing kind program. Examples - child becomes aware of some of his feelings & acceptable ways to express feelings in a socially acceptable way. Different forms of money, safety in use of tools. Has songs, etc. Each unit 1-2 days, original type except for ditto handouts.

PARENTS TO GROCERS (W7-769)

I.U. on career awareness of home and school related occupations. Starts with parent's work and progresses to looking at people who work at the grocery. 6 class hours.

SCHOOL & SCHOOL HELPERS (PT 53)

12 teaching pictures & 12 resource sheets with such titles as: School Crossing Guard, School Bus Driver, Custodian, Art Teacher. Designed especially for head start programs.
Exel.

TV JOBS AND EQUIPMENT (W-232)

Xerox of I.P. from another project. Lists jobs, equip., production kits, sectre kits, weatherman and artist materials and activities to use.

WORKERS AROUND US (W-251)

Awareness of the world of work is opened by related experiences with which they are familiar. Begins with a differentation between goods and services as a means of career classification. Student learns to accept his own individuality within a framework of commonality.
7 classroom hours.

GRADE 1

BOBBY'S SURPRISE (Fs 16Q)
The story of Bobby's surprise and shows some of the different workers that a person might see every day. Good

CAREER AWARENESS, APPRECIATION, & ATTITUDES. (W7-712)
A 1st grade career awareness instructional unit. Uses variety of activities-BB, book corner, field trip, AV media, study prints, puppets, newspaper, role playing, career of the week games.

COMMUNITY HELPERS (PT 46 Q)
grade K-1
large 24" and more cut-out characters in color with captions of community workers: paper boy, mailman, grocer, fireman, doctor, policeman.
2 week check-out. Exel.

A FAMILY AT WORK & PLAY (Pt 48)
Sets of prints - checked out individually by titles as: A Family at Work and Play. Color photographs mounted 12x24 size. Exel.

FOOD SERVICE WORKERS MUST HAVE CLEAN HANDS. (S-43)
Kit has flip cards of activity directions, background if-materials include soap & dish, brush, cotton & alchohol (plan to replace consumed materials)

GROCERY STORE. (W-131)
Unit written as a supplement to "Food for the Family & Their Needs", by Silver Burdett and assumes the students have mastered that basic material.
Print copy.

I WANT TO BE A BASEBALL PLAYER BOOK BAG (Bk 615 Q)
One book and one cassette. Plastic carry bag. Part of I Want to Be series with reading tape. Exel.

I WANT TO BE A MUSICIAN (Bk 656)
4 copies of the Carla Green book wi
a teacher's guide & cassette which reads the book then has discussion questions following. In plastic bag
Exel.

MAIL BOX (S-36)
Instructions have students sorting alphabet letters into letter boxes. Also requires color discrimination skills, uses crayon an
laminated cards to teach letters.

NEIGHBORHOOD FRIENDS AND HELPERS (Pt 50)
Sets of prints - checked out individually by titles as: Neighborhood Friends and Helpers. Color photographs mounted 12 x 24 size. Good

NURSES (W7-738)
A 1st grade career awareness instr
tional unit. In same folder as W7-744 as they are a continuous unit. Ditto Copy in folder with W7-744.

NURSES (W7-742)
Continuation of W7-744 - and in same folder. Ditto copy

NURSES (W7-744)
A 1st grade instructional unit on awareness of nursing. Works with school nurse and other local healt
resources. 20 minutes each. ditto

PEOPLE WHO HELP OUR COMMUNITY (M 76)
10 line drawing color transparencies. Title: Teacher, nurse, fir
man, storekeeper, sanitation worke
librarian, doctor, policeman, postman, farmer. Exel.

TAKE A CUT WITH ME (S-47)

Kit designed to give student the touch feel and opportunity to handle some of a hair stylists. Tools are actually toys. Cards cover job description and information.

TRANSPORTATION (W-144)

People and countries are interdependent. There is a need for speed and effeciency in transportation available. Ditto copy.

WHEN I GROW UP, I WANT TO BE (M 1)

Man & woman characters with 40 costumes and accessories . ..
Exel.

WORKERS IN THE COMMUNITY (M 109)

Set of teacher donated transparencies from 8 cluster areas-formally cataloged differently. Exel.

WORKERS IN THE SCHOOL (W-137)

In order to have a wellrun school, cooperation between all of the individuals working within the school is necessary.
Stresses this cooperative factor.

WOW GRADE 1 (Kt 47)

First of developmental sequence-3 fs & records: Wally the Worker Watcher, At Your Service, Newspaper Boy, Junior Homemaker.
Exel.

Z ANERO (S-41)

Kit contents; truck, other "tools" (time schedule didn't get included) and questions - Z Anero is irrigator distributes water.

ADVENTURES IN LIVING (Kt 199 Q)

Large set of 4 fold out free standing murals, 16 small paperback "Books without words" - 12 hard bound story books (see list on back) and guide. It is a language oriented program for the Development of concepts and skills in social living, enlarge social awareness and provide opportunities for practicing social skills.
Exel.

BAKERY (W-109)

Unit designed to follow a field trip to a store or shopping with parents. Tries to develop positive pupil attitude as well as increasing awareness of occupations involved in baking. Has visual prototypes included.

BETTER CITIZEN (W-227)

Goal: the every day common social worker not only can, but must become aware of economic awareness. Because changing status and professions will be in competition, the future individual must be prepared.

CARPENTER'S LEVEL (S-65)

"A carpenter uses a level to be sure the construction of his project is accurate." Kit has directions, wood & level.

CLOTHING (W-127)

The appared industry is the nation's largest employer of women in manufacturing. Unit exposes children to wide application and job possibilities in the clothing industry.
Mimeo copy.

COME TO WORK WITH US . . . (Bk 269)

Book series with 12 books with poetry text. Color pictures of children in jobs: Toy Factory, Bank, Aerospace, Department Store, Hospital, Bakery, etc. Exel.

COMMUNITY WORKERS (W-[illegible])
Students are involved in looking at the roles of the various community workers to see how each contribute to the running of the community. Print copy.

THE COOK (S-66)
Kit teaching measuring principles. Has ditto directions for students cups and paper and rice (consumed materials must be replaced)

THE COWBOY (Fs 72)
Filmstrip: Showing career awareness and employability skills the cowboy must have to succeed in his career.

UNIT ON THE DAIRY (W-102)
Integrates unit into overall school curriculum Purpose is to enable the student to become aware of the wide range of occupations that are associated with the operation of a dairy.

DAIRYING (W-114)
Objective: To acquaint student with modern methods of dairying and dairy products; to develop interest and appreciation of the services given by the community workers to satisfy our common needs. Blue ink print copy. 2 week unit.

DENTIST IS A HEALTH WORKER (S-59)
Kit has upper & lower plate, pamphlets, tooth brush & dental mirror & 5 information cards.

EXPLORING THE WORLD OF WORK (W-259)
Overall purpose of unit is to develop an awareness of goods-producing and service performing occupations.
2nd part Developes awareness of the needs of man and how man is dependent upon others to satisfy these needs. 23 hr.

FIREMAN UNIT (W-117)
Unit has goal statement and then activities for science, language, and social studies tie in overall objective is a broader understanding of role of fireman as an occupation. Mimeo copy.

FOREST CONSERVATION (W-166)
Occupational areas to be covered include forest rangers, forest technicians, range managers, biologists, water conservationists fire fighters, timber managers, wildlife managers, outdoor recreationists & loggers.

GETTING LESS UP-TIGHT WHEN THINGS GO WRONG (W-174)
Teacher-counselor supplement. Unit develops the concept that tension is produced by fear and hostility and that fears which are injurious may be satisfactorily coped with, through the positive approach of problem solving. The concept that hostile and friendly feelings are normal, is expanded and the learner is aided in self-evaluation of his behavior. Duration of unit 5 hours. Grouping is total class.

HOME BUILDING UNIT (W-101)
Unit designed to enable students to be aware that all people use some type of home for shelter & security and to explore the wide variety of occupations that are associated with the construction of a house.

I WANT TO BE AN ARCHITECT (Bk 657 (book bag)
4 books from the original series. Teachers guide & cassette reading the story & then gives discussion questions following. In plastic bag. Exel.

BEHIND THE SCENES AT THE ZOO (Kt 212)
Filmstrips, record and script for primary grades nature study - look at animals and people - gives animal sounds, shows workers feeding animals after preparing food and other work-a-day activities.
Exel.

CAREER EDUCATION IN MUSIC (W7-705)
Music career opportunities presented to grade level 3 through a symphony music program, play, filmstrips and class discussions. Not I. P. format

CAREERS IN SEWING (S-49)
Kit is model of room with tools of trade. Lid has written description of room and sewing as a career.

CAREERS IN TECHNOLOGY (W-270)
Nothing has had a more profound effect on the goods and services components of our country in the last few decades that technology. Unit is to acquint students with the variety of jobs in the field.

CAREERS INVOLVING FLIGHT SAFETY (W-313)
Unit is designed to develop a realization in the student that it takes many careers to keep an airplane flying safely. 5 days @ 45 minutes each + field trip. Xerox at RCU.

CATTLE FARMING CAREERS (W7-768)
A 3rd grade I.U. on career awareness of beef cattle farming. Goal: to identify and extend similarities of cattle farming careers to careers in general.

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correcting light feature-individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book material includes Bibliography teacher & student guides for K-6, 7-8(middle) & 9-12 (secondary) as well as a 10-12 grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy. Exel.

COME FLY WITH ME (W-299)
Students will become aware of the relationship between school experiences & the preparation for the career as an airline pilot.
2 - 30 min., periods.
Xerox copy - original at RCU.

CONSTRUCTION WORKERS (W-140)
"As we look at the construction of a house we see many different types of individuals involved." Uses some media and hands-on experiences. Worksheet prototype included.

COTTON FARMING (W7-749)
Unit on career awareness in cotton farming including a number of dittoed materials. Learner will be able to recognize types of jobs required for cotton farming careers.

COTTON GROWER (S-23)
Kit has flip chart (hand-size) of steps in growing, samples of materials, raw cotton, bales, etc.

OCCUPATIONS-CROSSWORD PUZZLE (M-74)
Suggested grade 3-6
8 puzzles & 1 set of markers per box - plastic coated 8½ x 11 paper allows for reuse.
Check-out time - 2 weeks.
Good

I WANT TO BE A HOCKEY PLAYER

(book bag) (Bk 658)
Books from the series - 4 copies of the book, teachers guide & a cassette reading the books as well as discussion question to follow-up on in plastic bag. Exel.

LET'S HAMMER

(S-31)
Kit contains 7 direction cards, wood, wide assortment of nails & proficiency charts for student use-also toy hammer for display.

MAKING TOYS THROUGH TEAMWORK

(W-254)
Purpose of the unit is to acquaint the students with the industrial sector of society. Besides providing opportunities to practice reading and measuring skills they get to learn the safe use of tools identify their interests and develop the ability to plan and carry out projects of interest to them. 11 hr./print copy/Needs shop facilities available.

OUR SCHOOL CAFETERIA

(W-234)
Designed for use by 2nd and 3rd ~~grades with~~ 6th grade students acting as aides. Purpose is to arouse curiosity, enlarge occup. horizons and encourage wholesome attitudes toward work. Uses cafeteria as resource lab.

OWW-FAMILIES

(Kt 206)
Three pieces - text, problems book (teacher ed.) and teacher's resource guide. Text very visual cartoons and pictures. Workbook same line drawings as before. Units: What is a Family?, People at Work, How the Family Gets Along, and Growing Up. Exel.

THE SCHOOL WORKER

(W-184)
No copywrite release. Unit with pre and post tests - has activities and ideas for teacher media and commercial materials. (Bad ditto copy)

A SECOND GRADE INTERVIEWER

(W7-717)
Suggested activities for 1-3 level Objective: to help children becom more awre of different kinds of jo there are and to find out more abo jobs in the community. Examples: of student interview sheets are included(as returned by the studen

THE SERVICE STATION

(W-258)
Because of the importance of the service station to our country, both in transportation and economi it should be a prt of a child's lea ing experience. Unit includes prof type of "experience sheets." 6 hrs

STORY STARTERS

(S-56)
Directions are to write or tell stories about these people - kit has 17 pictures mounted on poster strips. 10 have stories started rest are completely open-ended. Very colorful.

TRANSPORTATION

(W-108)
Specific purpose of this unit is to encourage students to develop positive attitudes toward the transportation systems in the U.S. Covers personnel, material, tools, opportunities, requirements, and working conditions for land, air and water transportation.

WOW - Grade 2

(Kt 48 Q)
4 f.s. & records: Gas & Oil services, mail delivery electrical services, telephone services. Exel.

WOW- Grade 3

(Kt 49)
4 fs & records: Service station workers, supermarket & drug store workers, dairy product delivery. Exel.

DAIRY FARMING (W7-752)
I.P. on career awareness of dairy farming. Has examples of student materials included.

DENTAL UNIT (W-129)
Career unit to encourage students to develop usable & applicable knowledge & positive attitudes toward dental care and dentistry.

DRESSMAKER (S-27)
Kit has ditto patterns and directions for "doll" to fit "dress" to. Designed to use paper towels or handi-wipe type materials and yarn as thread.

EYE AND EAR TOOLS (W-202)
No release copyright. 10 hours to go through. 5 major topics: identification of selected sound and sight extending tools, 2) determination of the function of these, 3) identification of occupations employing these tools, 4) determination of the value of these to individuals and 5) identity of safety hazards.

GARDNER (S-46)
Program cards, quiz cards, and ditto sheets with pencils. Objective is to have learner name at least 8 of 9 garden tools and describe the purpose of each.

HEALTH CARE UNIT (W-115)
Health care is the 2nd largest industry in the U.S. & and in all probability will become the largest in the 1970's. Objective of unit is to stimulate children into gaining and seeking further knowledge of health care & the related occupations.

HYDROPONICS (W7-748)
I.U. on career awareness of field. Included are transparancies and copies of ditto handouts used in the unit. Has sample test items as well as resources and media needed lists. ½ hr. a day-2 weeks.

IDENTIFY CAREERS (W7-758)
Instructional unit- learner should be able to describe what is involved (equip.), know cabilities in a given career through the use of pictures, letters or other media. Unit includes poems for unit use.

IOTA CAREER SCALES (W7-710)
Applicable to IOTA scale 18- subject area math & s.s. Activities integrate math. and carpenter occupation, social studies and airport jobs.

I WANT TO BE..... (Bk 272)
Complete set of 49 books on varied careers.

MAKING PAPER (W-284)
Problem: To develop an appreciation & understanding of the production & distribution & consumption of paper & how it affects us in the 3rd grade. Extensive bibliography as well as original story, project direction & activities.
Ditto copy, can be used with M 103.

NELLY NURSE'S BAG OF TRICKS (S-21-s)
Small nurse's bag with instruments (toy) labeled as to use by a nurse. Cards are provided for student self-test.

OWW - CITIES (Kt 205)
Set includes text, fs guide (uses same fs set), Teacher's edition, student problems book and teachers resource guide Text is high reading level but still colorful and iteresting. Looks at units on: What is a City, City and Its People, City in Space and Time, Problems of the City. Exel.

OWW - NEIGHBORHOODS (Kt 207)
Three pieces: Text, problems book (teacher ed.), and teachers resource guide. Guide has activities and sotries. Problem book is black and white sketch format. Units: What is a Neighborhood?, Places in the Neighborhood, Working for the Neighborhood, People shape the Neighborhood, and Learning about the World.

Exe[illegible].

PEOPLE AND JOBS (S-17)
Kit contains things used by people in their specific jobs. It can be used in large or small group and readily duplicated. Contains cards and questions & "tools".

PUPPETRY (W-107)
Directions for production and manufacturing of puppets & shows as tools for language arts and s.s. curriculum implementation.

READING, WRITING & RELEVANCE (W-199)
Unit is designed to stress the relationship between the school environment and society, and the need for structure and order in each. Also looks at the manner in which present activities and interests provide clues for possible future occupational choices and how present work habits and attitudes tend to influence future behavior.

STORYTELLING (S-84)
6 stories on a cassette "even thought the stories are not complete, the child should be able to tell what kind of story it is." Story cards, score sheets for self-evaluation.

STUDY OF FORESTRY & RELATED CAREERS (W-269)
One of the critical concerns of this century is the conservation of our natural resources. The preservation of 1 of our most precious resources, our forests, is a matter of grave concern & controversy. The majority of students who enjoy the benefits of forest products & services are unaware of the needto protect and preserve our forests.

SUPERMARKET (W-245)
Encourages student to expand his awareness of jobs within the community. Specific jobs in this unit are those associated with supermarkets and grocery stores. Reflects those skills required.

TELEPHONE LINEMAN (W7-751)
I.U. on career awareness of the telephone lineman including many dittoed materials as examples of student work materials.

Dozen Nimble Finger Project (S-16)
Kit idea is to produce a saleable product and sell it for a profit, Comes with directions & a constrution paper example of a christmas stocking.

VOCATIONAL SURVEY UNIT (W-100)
Research shows that children are currently making vocational choices at an early age. This unit utilizes a local voc-tech school as a resource as well as community resources on an exploration study. -out of state

Unit on Water Resources (W-104)
Life as we know it today would be impossible without water. Purpose of this unit is to allow students to become aware of the water problem. Involved is a field trip.

WEAVING (S-70)
Kit for "making placemats". Directions and materials included (materials consumed must be replaced).

WHAT DOES A RECORDING ENGINEER DO? (S-42)
Kit has listing of what engineer does and models & mock-ups of equipment.

WHAT DO PEOPLE DO ALL DAY? (Bk 650 1-5)
A full color, line sketch drawing, animal characters; very detailed. Stories of interest K-3, details & vocabulary 4-8. Story titles such as Everyone is a Worker, Building a New House, Mailing a Letter, Cotton & How We Use It, Where Bread Comes From. Very delightful! Exel.

WHERE AND HOW PEOPLE WORK AND LIVE (Kt 202)
4 F.S. and 4 records. Where in the world do you live? From place to place, food from farm to family, clothes from head to toe. Concepts of economic interdependence. Average length 70 frames. Maps, vocabulary, activities, excellent guide. Exel.

WORKERS CONTRIBUTE (W7-754)
I.U. on career awareness within the community. Learners will be able to identify and discuss the contributions of at least 5 workers at completion of the unit.

WHOSE TOOLS ARE THESE? (Bk 683)
Part of Early Primary Reading Level. Black and White line drawings and some pictures. Range from kitchen tools to pipe cutting and threading machines in sophistication. Good.

Self-Awareness

KINDERGARTEN

BECOMING AWARE OF NEEDS AND RESPONSIBILITIES (W-257)
see Career Awareness

HOW DO I LEARN (Kt 62)
5 records & filmstrips (C. 1970) and guide. Titles such as: Do you Forget, Figuring Things Out, What Next, Making Mistakes, Who's Afraid. Exel.

ME AND YOU - THE DIFFERENCES BETWEEN US (W-281)
Unit is prepared to encourage "K" child to realize his individuality-he will see emotional, physical and creative differences among people. Activities (almost scripted) are given as well as additional enrichment suggestions.

METHOD OF INCLUDING CAREER EDUCATION IN AN EXISTING READING PROGRAM (W-282)
See Career Awareness

SERVICE STATION (W-258)

Because of the importance of the service station to our country, both in transportation & economics should be a part of a child's learning experince. 6 class hours.

WHO AM I (Kt 61)

5 filmstrips, records & guide: Do You Believe in Wishes, People Packages, Joy of Being You, Nothing is something to do, All Kinds of Feelings. Exel.

WORKERS AROUND US (W-251)

see Career Awareness

GRADE 1

ABOUT MYSELF (Kt 127)

Suggested grade K-1. Purchased just part one in fs & records and study prints with guide - no books. Different parts for different levels. Exel.

COOP/DEV RULES (W-214)

No copywrite release. Deals with preparing a breakfast at school. Looks at cooperating, rules, directions, and responsibility.

DEVELOPING LOCOMOTOR SKILLS (W-265)

This unit is prerequisitic for Physical Fitness; Preparation for the WOW. Purpose of Unit is to help student develop a positive self-concept-who he is and what his body can do. Grouping is important in this unit. Safety precautions must be observed. 12 hr. print copy

GETTING TO KNOW ME (Pt 8 Q)

Set of 8 study prints - can use grease pencil to write on prints. Exel.

I"M ME (W7-737)

A K-1 career and self- awareness instructional unit. Had hand-out prototypes included. Ditto copy. Also in package is unit on workers in the community for grade 1; 30 minutes; original type.

JUST ME (W-167)

Purpose is to make child aware of himself through a variety of activities that point out what is uniquely his: his physical uniqueness, his family, his friends, his interest, his school. The conclusion is an effort to show that a very real and important relationship exists between what a student learns in school and what he chooses for a career.

LITTLE THINGS THAT COUNT (Kt 34)

Filmstrip & cassettes; Tony's Summer Vacation, Please Is a Good Word, One Rainy Day, Jim Learns Responsibility, Jerry Has a Surprise, Try, Try Again. Exel.

MIRROR & SELF (W7-739)

A 1st grade self-awareness instructional unit. Using mirrors for self-awareness. In folder W7-724 2 page ditto copy.

MYSELF (Bk 550)

Set of 5 student and 1 teachers ed. Reading texts. Stories dealing with self-awareness and values.

PERSONAL DEVELOPMENT (Fs 60)

Set of 6 filmstrips with no printed materials. Titles: Learning to help others, Going to school, Getting lost, Learning to listen carefully, Learning to do things for others, What to do when you visit. Exel.

PHYSICAL ACTIVITY IN SELF-AWARENESS (W-314)

Goal: To make children aware of physical abilities to perform tasks such as skipping, hopping on each foot, etc. 10 minute periods 1-2 times a week for 6 weeks. Original at RCU.

PHYSICAL FITNESS: PREPARATION FOR THE WORLD OF WORK (W-266)

Prerequisite for this unit is Developing Locomotor skills. Purpose is to guide student toward a positive self-concept including recognizing who he is and what his body can do. Unit serves to relate the need for physical fitness to the requirements of the World of Work. 12 hr. print copy

SELF IS IMPORTANT (W7-743)

A 1st grade instructional unit on self-awareness. Individual work, poems given. In folder W7-724: 20 min. 2 page ditto copy

with W7-732. 2 page ditto copy

SELF IS IMPORTANT (W7-724)

A 1st grade instructional packet to develop self-awareness. Uses photographs of students as major resource. Other media indicated with sample of student response sheet included in packet. W-7-743, W7-39 in same folder. 20 min per day for 2 days. Ditto copy

GRADE 2

ACTIVITIES, ROLES & OCCUPATIONS (W-267)

Purpose of this unit is to allow the student to develop a more emcompassing awareness of roles, activities & tasks in his school world, making correlation to the world of work. These aspects are further developed by providing students an opportunity to explore feelings, attitudes & their effects on learning. 7 hrs., print copy

AMERICANS AT WORK (Fs 11 Q)

filmstrip - cartoon style. different jobs in different areas according to the climate & terrain of the area. Exel.

BEING A BETTER LISTENER AND MORE RESPONSIVE TO THE NEEDS AND FEELINGS OF OTHERS (W-171)

Instructional unit, teacher counselor supplement. Learner is given practice in relating to others through developing the skill of listening. He is led to discover that different actions cause different feelings in others, and that his energy is a power which he can use to direct his vehavior. Varied activities are designed to insure involvement of all learners.

BIG CITY WORKERS (Kt 77 Q)

1 filmstrip and record from the series "Life in the Big City. Exel.

A CITY IS PEOPLE AT WORK (Fs 24)

1 filmstrip in color - overview. Good for showing opposities. Exel.

GETTING IN TOUCH WITH FEELING AND UNCDERSTANDING HOW THEY AFFECT BEHAVIOR (W-170)

Instructional unit, teacher counselor supplement. Intent is to assist the learner in understanding the universality of feelings & to increase his vocabulary of terms which denote feelings. Other concepts which are considered are that the same feeling may be expressed in different people, and that many times there is an ambivalence of feelings connected with one event. Duration of unit 4 hours. Groups of 10-12 preferred, large groups acceptable.

INTERPRETIVE MOVEMENT (W-264)

Sequence to Here We Go Round the Discovery Course. W-161 Unit to help develop a positive self-concept with an extended goal of recognizing who he is and what his body can do. 4 hr. 20 min. total print copy

GRADE 3

HUMAN VALUES (W-230)

Xerox of microfilm. To assist child to become aware of his own actions getting along with others and different aspects of respect and how they handle it. Good activities listed.

LEARNING TO LIVE WITH OTHERS GROUP 1 (Kt 130 Q)

Grade level 2-4
F.S. & Cassettes sets up typical everyday situations in a story form with which children can identify. Titles: Learning to listen, to be your best self-to be responsible, what giving is all about. Exel.

LEARNING TO LIVE WITH OTHERS - Group 11 (Kt 131)

Grade 2-4 Same format as Group 1 Titles: Learning to keep a promise, to trust people, face up to mistakes, about patience. 2 week check-out. Exel.

Developing Psychomotor Skills (W-161-1)

Unit is designed to help students toward a positive self-concept. Recognizing who he is and what his body can do. He will be helped to feel good about his individual approach to new movement experiences in a supportive atmosphere in which his responses are acceptable as discoveries of his possibilities for movement.

MOODS AND EMOTIONS (Pt 57)

Eight study prints with guide. All study prints in color/line drawings. 2 week check-out. Exel.

OWW-FAMILIES (Kt 206)

Three pieces - text, problems book (teacher ed.) and teacher's resource guide. Text very visual cartoons, and pictures. Workbook same line drawings as before. Units: What is a Family? People at Work, How the Family Gets Along, and Growing Up. Exel.

COMMUNITY SERVICES (W-231)

Xerox of microfiche unit from RCU. Looks at why laws are made and the consequences if they are broken.

DUSO KIT (Kt 60)

Developing Understanding of Self & Others. Contains guide, puppets, cassettes, story books and study discussion posters. Units are not sequencial and take 1 week. Exel.

EYE AND EAR TOOLS: (W-202)

see Career Awareness

Level 1 Filmstrips (Fs 63)

Filmstrip: Helpers for our home; Helpers for our school; How money is used; How money is handled; How people make a living; Where does your father work; Where does your mother work; Sharing responsibility, What a city makes; Learning to cooperate. Exel.

FOCUS - STAGE - 1 AWARENESS (Kt 9)

Kit containing photoboards, filmstrips records & guide to develop self-awareness. Check out time 1 month. Can get through only about 1 unit. Exel.

FOCUS - STAGE - 2 RESPONDING (Kt 10)

Kit containg photoboards, filmstrips, records & guide to develop self-awareness. Check out time 1 month. Can get through only about 1 unit. Exel.

FOOTNOTES TO COMMUNITY HELPERS (C 112)

Grades 2 & 3
Set of 6 cassettes - 24 scripts designed to provide an awareness & appreciation of the contributions made by our neighbors in all types of endeavor. Discussed are such topics & what community helpers do as farming, activities in department store, keeping the community clean. Good

I WANT TO BE . . . (Bk 272)
Complete set of 49 books on varied careers. Exel.

LIVING IN THE COMMUNITY (M 79
Transparencies and ditto masters. About community workers. Exel.

LIVING IN THE HOME AND SCHOOL (M 80)
Set of 12 color transparencies and 14 spirit masters to use in living in the home and school. Exel.

MYSELF AND OTHERS (Bk 551)
Set of 5 students and 1 teachers ed.. Reading text with stories of self-awareness, attitudes and values. Exel.

OUR FEELINGS (Kt 189)
I Have Feelings Like Yours, Feelings When Learning is Hard, Feelings When Learning is Easy, Feelings of a Mischief-Maker, Feelings about family, Friends and Make-believe, Teachers Have Feelings, too.
Series fit well in programs that involve reality therapy, behavioral modification & classroom management. Suggested that use the f.s. in numberical order and that they be spaced 4-7 days apar ideally. Not to be shown without teacher previewing and prefacing fact that all people have disabilities in one area or another. Exel.

OUR VALUES (Bk 552)
Set of 5 student and 1 teachers e
Reading text. Stories deal with values. Good

OWW - NEIGHBORHOODS (Kt 207)
See Career Awareness

READING, WRITING & RELEVANCE (W-19
see Career Awareness

UNDERSTANDING OUR FEELINGS (M
Suggested grades 3-6. 28 black ar
white pictures (racially integrat
portraying emotions. Ages depicte
are about 6 - adult. Check out ti
2 weeks. Exel.

Appreciations And Attitudes

KINDERGARTEN

HOW DO I LEARN (Kt 62
5 records & filmstrips (C. 1970)
and guide. Titles such as: Do Y
Forget, Figuring Things Out, Wh
Next, Making Mistakes, Who's Afraid. Exel.

PEOPLE WHO HELP OUR COMMUNITY (M 7
10 line drawing color transparenci
Title: Teacher, nurse, fireman, st
keeper, sanitation worker, librari
doctor, policeman, postman farmer.

WHO AM I (Kt 61)
5 filmstrips, records & guide: Do You Believe in Wishes, People Packages, Joy of Being You, Nothing is something to do, All Kinds of Feelings. Exel.

WORKERS AROUND US (W-251)
see Career Awareness

Grade 1

BREAKFAST TEACHES (W7-740)
LP on casing preparation of breakfast to teach decision making, cooperation & respect. Packaged with W7-741 & 745

BREAKFAST TEACHES (W7-741)
A 1st grade instructional unit on cooking breakfast. Large group. 20 minutes, ditto copy

BREAKFAST TEACHES (W7-745)
Continuation of unit using the preparation of breakfast as a learning activity. (In folder with W7-741 & W7-740 ditto copy)

CAREER AWARENESS, APPRECIATIONS, & ATTITUDES (W7-712)
See career awareness

COTTON (W-150)
It is hoped that the children will be able to appreciate the labor of those who make cotton and its products available to use. Original type.

FIREMAN (W-310)
Goal: Child will become aware of a fireman's duties & his role in the community. Oral discussions, field trip, reading & role play activities. Original at RCU.

GETTING TO KNOW ME (Pt 8 Q)
See Self Awareness

HELPING IS A GOOD THING (C 121)
Grades 1 & 2
2 cassettes from the Series "The Child and His World: with guide. Covers 16 helpers as Sanitation man, bus driver, I help a friend, I help the City. Looks at both the child and adult in helping roles. 2 week check-out. Good

Unit on Home & School Workers (W-118)
Unit has as its main object the development of understandings and appreciations of family and school life, and their desire and ability to take a significant part in it. Mimeo.

I WANT TO BE A MUSICIAN (Bk 656)
4 copies of the Carla Green book with a teacher's guide & cassette which reads the book then has discussion questions following. In plastic bag. Exel.

JUST ME (W-167)
see self-awareness

LITTLE THINGS THAT COUNT (Kt 34)
Filmstrip & cassettes: Tony's Summer Vacation, Please Is a Good Word, One Rainy Day, Jim Learns Responsibility, Jerry Has a Surprise, Try, Try Again. Exel.

MYSELF (Bk 550)
Set of 5 student and 1 teachers ed.. Reading texts. Stories dealing with self-awareness and values. Exel.

PERSONAL DEVELOPMENT (FS 60)
Set of 6 filmstrips with no printed materials. Titles: Learning to help others, Going to School, Getting Lost, Learning to Listen Carefully, Learning to Do Things for Others, What to Do When You Visit.
Exel.

POLICEMAN (W-312)
The child will develop an awareness of the duties of a policeman & the necessity of policeman in the community. Reading & non-reading options.

TAKE A OUT WITH ME (S-47)
see career awareness

TRANSPORTATION (W-144)
see career awareness

WORKERS IN THE COMMUNITY (M 109)
Set of teacher donated transparencies from 8 cluster areas - formally cataloged differently.
Exel.

WORKERS IN THE SCHOOL (W-137)
see career awareness

GRADE 2

ATTITUDES & TASK COMPLETION (W-271)
Unit begins by developing the recognition that each of us is depent on others while we work & play. Unit then concerns itself with the development of an attitude of tolerances & appreciation of all people.
24 lessons each 30 min. print copy (2 copies)

BEING A BETTER LISTENER AND MORE RESPONSIVE TO THE NEEDS AND FEELINGS OF OTHERS (W-171)
See self-awareness

BETTER CITIZEN (W-227)
see career awareness

THE DAIRY (W-102)
see Career Awareness

DAIRYING (W-114)
Objective: To acquaint student with modern methods of dairying and dairy products; to develop interest and appreciation of the services given by community workers to satisfy our common needs. Blue ink print copy.
2 week unit.

DENTIST IS A HEALTH WORKER (S-59)
see career awareness

ECONOMICS (W-176)
Unit continues to develop the learners' awareness of how our econmomic system workds while emphasizing personal applications of the system. An understanding that there are social expenses, that these reoccur and developed. Labor force life styles, planning for quality, and efficiency, equipment are included.

FOREST CONSERVATION (W-116)
see Career Awareness

GETTING IN TOUCH WITH FEELINGS AND UNDERSTANDING HOW THEY AFFECT BEHAVIOR (W-170)
see self-awareness

GETTING LESS UP-TIGHT WHEN THINGS GO WRONG (W-174)
see career- awareness

HUMAN VALUES (W-230)

see self awareness

I WANT TO BE A HOCKEY PLAYER (book bag) (Bk 658)

Books from the series - 4 copies of the book, teachers guide & a cassette reading the books as well as discussion questions to follow up on in plastic bag. Exel.

I WANT TO BE AN ARCHITECT (Bk 657)

4 books from the original series. Teachers guide & cassette reading the story & then gives discussion questions following. In plastic bag.
Exel.

KNOWING HOW TO SOLVE PROBLEMS WITH A TEACHER (W-172)

Designed to develop an understanding of the relationship between receiving attention and the feelings that result and to help the learner identify four ways people affect each other. The learner is encouraged to recognize how his behavior affects the teacher, and to explore with the teacher, how teacher behavior affects him. Definite steps are taken to improve the relationship. Duration of unit 4 hours. Any size group.

LEARNING TO LIVE WITH OTHERS GROUP 1 (Kt 130 Q)

See Self Awareness

LEARNING TO LIVE WITH OTHERS Group 11 (Kt 131)

Grade level 2-4. Same format as Group 1; Titles: Learning to keep a promise, to trust people, face up to mistakes, about patience.
Exel.

LIVING IN THE HOME & SCHOOL (M 80)

Set of 12 color transparencies and 14 spirit masters to use in studying the subject. Exel.

OPEN ENDED STORIES (Kt 78 Q)

5 filmstrips & records: The Painting, Open Gate, New Building, Purse, Warning Blinker, Values and attutude builder.
Good

A SECOND GRADE INTERVIEWER (W7-717)

see career awareness

STORY STARTERS (S-56)

see career awareness

TRANSPORTATION (W-108)

see Career Awareness

GRADE 3

THE ANIMAL WORLD OF WORK (W-288)

Goal: Awareness that supervision & cooperative effort make some tasks easier, of responsibility & importance in completion of assigned tasks, reading & non-reading options.
Unit around working with animals.
Groups of 3-4 students.
2 weeks - 30 min. per day.
Original type

CAREER EDUCATION PROGRAM (Kt 216)

Computer device with self-correcting light feature-individual use only. Plastic sheets fit onto board-Kit is comprehensive K-12 Book material includes Bibliography teacher & student guides for K-6, 7-8 (middle) & 9-12 (secondary) as well as a 10-12 grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy.
Exel.

COMMUNITY SERVICES (W-231)

see Self-Awareness

DENTAL UNIT (W-129)

See Career Awareness

DEVELOPING BASIC VALUES (Kt 133)

Grades 3-5

Color cartoon style f.s. & cassettes & guide. Titles: Consideration for other, Respect for Property, Recognition of responsibilities, Acceptance of Differences. Guides give objectives, content & additional reading spirit. Exel.

DUSO KIT (kt 60)

See Self Awareness

ECONOMICS (W-182)

Develops the learners' understanding of the functions of our economic system. Planning in personal financial management and career selection are expanded. The learner will understand that economic capacity is implicit in career selection.

EYE AND EAR TOOLS (W-202)

see Career Awareness

FOCUS - STAGE - 1 AWARENESS (Kt 9 Q)

Kit containing photoboards, filmstrips, records & guide to develop self-awareness. Check out time 1 month. Can get through only 1 unit. Exel.

FOCUS - STAGE - 2 RESPONDING (Kt 10)

Kit containing photoboards, filmstrips, records & guide to develop self-awareness. Check out time 1 month, Can get through only about 1 unit. Exel.

FOOTNOTES TO COMMUNITY HELPERS (C 112)

See Career Awareness

MYSELF AND OTHERS (Bk 551)

See Self Awareness

NELLY NURSE'S BAG OF TRICKS (S-21-s)

see Career Awareness

OUR FEELINGS (Kt 189)

See Self Awareness

OUR VALUES (Bk 552)

Set of 5 student and 1 teachers ed. reading text. Stories deal with values. Third grade. Good

PEOPLE WHO WORK WITH ANIMALS (W-249)

"Although we are dependent upon the many services provided by people who work with animal, too often their import is overlooked in relation to employment opportunities. 4-7 hours to complete.

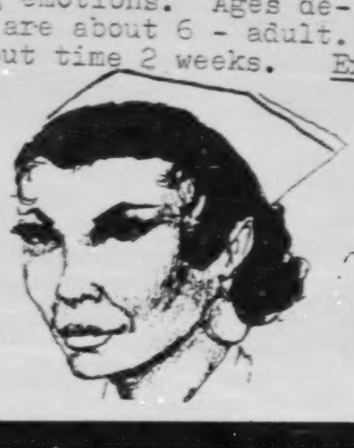
STORY TELLING (S-84)

See Career Awareness

UNDERSTANDING OUR FEELINGS (M 72)

Suggested grades 3-6

28 B & W mounted pictures (racially integrated) portraying emotions. Ages depicted are about 6 - adult. Check-out time 2 weeks. Exel.



WHAT DO PEOPLE DO ALL DAY?
(Bk 650 1-5)
A full color, line sketch drawing, animal characters very detailed. Stories of interest K-3. details & vocabulary 4-8. Story titles such as Everybody Is a Worker, Building a New House, Mailing a Letter, Cotton & How We Use It, Where Bread Comes From. Very delightful! Exel.

WHERE AND HOW PEOPLE WORK AND LIVE (Kt 202)
4 f/s. and 4 records. Where in the world do you live? From place to place, food from farm to family clothes from head to toe. Concepts of economic interdependence. Average length 70 frames. Maps, vocabulary, activities, excellent guide. Exel.

WORK KIT (Kt 8)
Kit containing 400 job briefs in story form at 5th grade reading level. Organized by: Works with people, with things, or with ideas. Also by educational level needed. Has filmstrips and Junior Guidance Booklets. New edition in the fall that will have an occuscan. Exel.

SOUNDS OF THE CITY (Kt 42)
A filmstrip and cassette that helps children to associate the different sounds that are heard in the city with the jobs that create the sounds.

Decision-Making

Kindergarten

BECOMING AWARE OF NEEDS AND RESPONSIBILITIES (W-257)
see Career Awareness

METHOD OF INCLUDING CAREER EDUCATION IN AN EXISTING READING PROGRAM (W-282)
See Career Awareness

GRADE 1

DEVELOPING SKILL IN MAKING DECISIONS AND SOLVING PROBLEMS
(W-173)
Unit (teacher-counselor supplement is designed to help children become aware of the steps which may be used to solve problems and that these steps are adaptable to any situation requiring a decision. Activities provide practice in using the 4 steps and involve total class. Duration of unit 5 hours.

Grade 2

GETTING LESS UP-TIGHT WHEN THINGS GO WRONG (W-174)
See career awareness

KNOWING HOW TO SOLVE PROBLEMS WITH A TEACHER (W-172)
See appre & attitudes

PROBLEMS TO PONDER (W-205)
No copywrite release. Unit is designed to help students reconize and solve problems. Student will explore different methods of problem solving; describe various avenues of problem solving and apply these techniques as well as evaluate the results.

STORY STARTERS (S-56)
See career awareness

GRADE 3

CAREER EDUCATION PROGRAM (Kt 216)

Computer device with self-correcting light feature-individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book material includes Bibliography teacher & student guides for K-6, 7-8(middle) & 9-12 (secondary) as well as a 10-12 grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy. Exel.

DEALING WITH DECISIONS (W-206)

No release. The primary intent of the unit is to introduce the learner to the decision-making process and help him identify some of the many factors that can affect decisions.

DECISIONS ON SHAPES (W-185)

No release. Prototype of activity for students involving decisions, shapes and placement.

ECONOMICS (W-182)

see Attitudes & Appreciations

MEASUREMENT 3-A (W-177)

No release. Main thrust for this unit is that measurement is accomplished by comparison. Tools are necessary inventions of man which are required to make comparisons easier and faster. Prepares student for further understanding of the practical application of tools and materials to existing work situations.

MEASUREMENT 3-B (W-178)

To determine the volume or space occupied by a solid. Students are aware of goods and services. Reinforces the concepts that mathmatical skills developed in school affect students ability to make decisions outside the school environment.

MONEY MATTERS (W-197)

No release. Primary content in the unit is to help learner to become aware of the role money plays in industry and in society.

READING,WRITING & RELEVANCE (W-199)

see Career Awareness

VOCATIONAL SURVEY UNIT (W-100)

see Career Awareness

Economic Awareness

Kindergarten

ADVENTURES IN LIVING (Kt 199)

Set of 4 murals 18 x 36, in folders - self supporting. Classroom, Neighborhood, Home, Community. Comes in its own carry case.

INTRODUCTION TO MEASUREMENT (W-263)

Major purpose of this unit is beginning competency in measurement of time, weight, money and length. A secondary thrust is development of measurement skills.
13 hours classroom time.

LEARNING ABOUT MONEY (Pt 52)

Grades K-3 - especially Head Start programs study prints and resource booklets - color. Check-out time 2 weeks. Exel.

METHOD OF INCLUDING CAREER EDUCATION IN AN EXISTING READING PROGRAM (W-282)

See Career Awareness

SEE-QUEEZE (M 4)

Set of puzzles designed to teach sequence of work, Story of milk, building a house. Good

WEDGIES (M 3)

Stand up wooden characters of community workers - 4" tall, in color. Good

WHAT, WHEN & WHY (W-292) (1-4)

(4 copies)
Intent to unit is to establish a rudimentary understanding of the reasons people work & to develop an awareness of our monetary system & our financial institutions. 6 major goals.
9 hr. 40 min.

Grade 1

BASIC MEASUREMENT AND RELATED CAREERS (W-261)

The student continually experience the need to estimate and determine length, weight, temp, time of day and money amounts. Teaches use of cent, introduces standard English and Metric units into experience. Master copies of all handouts are included. 13½ hr. print copy

COMMUNITY WORKERS - GROUP 1 (Kt 15 Q)

Kit contains 4 filmstrips and records: Supermarket, Doctor Office, School Workers & Library Workers. Exel.

ECONOMICS (W163-1)

Unit enlarges the concepts of career awareness and economics as a basis for that awareness, both of which were first presented in kindergarten. Exposes student to the personal and social justification of work and to the concept of money as a medium of exchange.

FATHERS WORK (Fs 21)

6 filmstrips with titles such as: My Dad Works In A Service Station, Supermarket, Shoe Store, etc. Exel.

MY DAD IS A CARPENTER (Fs 8)

Filmstrip on title - usually goes with "E" cluster box. Good

MY NEIGHBORHOOD (Fs 55)

6 filmstrips & teacher's guide: What is a neighborhood, Neighborhoods change, Telling and finding out, Working together in a neighborhood, etc. Exel.

WHERE OUR DADDIES WORK (Fs 10)

Filmstrip - children's drawings for illustrations - clever for primary. Exel.

WOW Grade 1 (kt 47)

First of developmental sequence, 3 filmstrips & records: Wally the Worker Watcher, At Your Service, Newspaper Boy, Junior Homemaker. Exel.

Grade 2

AMERICANS AT WORK (Fs 11)
Filmstrips - cartoon style Good

AT THE .....BOOKS (Bk 270 Q)
Set of 9 books titles such as: At the Bakery, At the Airport, At the Zoo, At the Bank, etc. Exel.

BERRIES, GOLD & CREDIT CARDS: FORMS OF ECONOMIC EXCHANGE (W-244)
Assumes students know how to make change, how to make comparisons based on monetary value & how to keep simple records. Lessons include: bartering, saving & borrowing. Involves some outside resources.
8 lessons, 3 2/3 hrs., print copy

BOBBY'S SURPRISE (Fs 16)
The story of Bobby's surprise-shows some of the different workers that a person might see every day. Exel.

A CITY IS PEOPLE AT WORK (Fs 24)
1 filmstrip in color - overview. Exel.

COME TO WORK WITH US ....SERIES (Bk 269)
Sets of 6 or 12 books - poetry text. Color pictures of children in jobs: Toy Factory, Bank, Aerospace, Department Store, etc. Exel.

COMMUNITY WORKERS - GROUP 2 (Kt 16)
Kit contains 4 filmstrips and records: Department Store, Fire Department, Hospital Workers, TV Workers. Exel.

ECONOMICS (W-176)
See appre. & attitudes

FINDING OUT ABOUT JOBS (W-225)
One page typed - Goal Statement to lead students into discovering the world around them.

THE FIREMAN - ONE OF OUR COMMUNITY HELPERS (W-301)
Goal: To develop awareness & interest of students in a fireman as 1 of our community workers. Guest speakers & field trip.
2-3 days, original at RCU.

I WANT TO BE.....SERIES (Bk 271 Q)
2 sets - 1 complete with 49 books and 1 with only the 1970 titles. Exel.

Learning About Business (W 169)
Provides students with the opportunity to investigate the ways in which their neighborhood and business activities within the neighborhood are interdependents. Foundations are laid for expanding the concept of work and workers into more abstract terms.

LEARNING ABOUT BUSINESSESS (W-169-1)
Unit provides students with the opportunity to investigate the ways in which their neighborhood and the businesses within their community are interdependent. Foundations are laid for expanding the concept of work and workers into more abstract terms. 11 lesson/8½hr. print copy

LET'S IMAGINE GOING PLACES (C 107)

10 cassettes - Going to the bakery, hospital, post office. Good lead in or follow up to reading and field trips. Incomplete without visual stimulation. Good

MONETARY SYSTEMS-FAMILIES (W-165)

Designed to help students become aware of the use of money as a medium of exchange. Students will learn to identify and manipulate coins. They will learn to count with money. Topics: counting money, earning money, spending money, money substitutes, financial institutuions. Economic needs of a family is used as the theme upon which the learning activities are based.

MONEY: MEDIUM OF EXCHANGE (W-183)

Money-unit is to introduce students to the basic concept of money. Students discover that barter, as a means of exchange is inconvenient and cumbersome. Pupils are led to the most convenient means of exchanging people's work for the means to satisfy needs and wants.

MY MOTHER HAS A JOB (Kt 37)

Filmstrip & cassettes: Advertising Agency Executive, Factory Worker, Teacher, Commercial Artist, Nurse, Retail clerk. Exel.

OUR COMMUNITY (Fs 56)

8 filmstrips & teacher's guide: Living on a Farm, Living in Town, Living in a Big City, Our Food and Clothing, The Homes We Live In, The People in Our Community, Knowing our Community-Long ago and Today.

OWW-FAMILIES (Kt 11)

Records, teacher's resource units student activity booklets. Check cut time 4-8 weeks. Interdependency and economic concepts stressed. Exel.

OUR WORLD OF WORK (W-308)

Unit inculdes examples of flash cards and free reading references. A general unit - 9 weeks it exploresthe people, in the working world.

PEOPLE IN THE NEIGHBORHOOD (M 33 Q)

6 fold outs - drawings in color with text - policeman, firefighters, fun, heleth, and school helpers, grocery workers and Teacher's guide. Exel.

PEOPLE WHO COME TO MY HOUSE (M 34 Q)

Teacher's guide & 6 foldouts - mailman, milkman, paper boy, plumber, telephone man, sanitation worker. Exel.

TOOLS & MATERIALS (S-10)

Shoebox kit with tools and materials. The tools are used on - Directions are 2 cards which tell student to match these things up, Washington Workshop 12/72

USE OF OWN NEIGHBORS PROGRAM (W7-706)

Activities of a 2nd grade class in career education based on the SRA text materials. Not 1 p format.

WHAT DOES YOUR DAD DO? (Kt 79 Q)

6 filmstrips & cassettes with guide: My Dad the Computor Programmer, Photographer, Auto Mechanic, Factory Worker, Veterinarian, Construction Foreman. Exel.

WOW - GRADE 2 (Kt 48 Q)

See Career Awareness

WOW-GRADE 3 (Kt 49)

4 filmstrips & records: Service Station Workers, Supermarket, & Drug Store Workers, Dairy Product Delivery. Exel.

Grade 3

ABOUT.......BOOKS (Bk 268)
19 books about different things with titles such as: About Farm Workers, About Helpers Who Work at Night, etc. Good.

AGRICULTURE & INDUSTRY (Fs 18)
8 filmstrips that provide information about some of the ways that agriculture and industry produce goods used to satisfy wants and needs - with such titles as: Manufacturing Clothing, Dairy and Beef Cattle, Building Houses, Vegtable & fruits, etc. Exel.

THE ANIMAL WORLD OF WORK (W-288)
See Appreciations and Attitudes

BASIC ECONOMIC CONCEPTS (Fs 73)
The work we Do, The Things we make, The Money we Earn, The Things we buy, the services we buy, the rules we follow, what our taxes do for us. Captions are on color f.s. guide is copy of the script only. Exel.

CHILD'S WORLD OF CHOICES GRADE 2 (Bk 595)
Teacher's guide and 35 student activity books (ours non-consumable) guide has generalization activities and workbook guide. Exel.

COMMUNITY SERIES (Bk 336)
3 titles from social studies series: My Family & My Community. Communities Around the World, My Community & Other Communities. Exel.

DISTRIBUTION OF GOODS (Kt 194)
Part 5 of Economic in the home, school & community set 4 f.s., records & guidebook. Introduction home, school & community. 1st f.s. presents the concept, other 3 build & develop on it. Other in series: Economic Interdependence, Division of Labor, Supply & Demand, Economics of ownership, Distribution of Good, (this one) Money & Barter. Exel.

DIVISION OF LABOR (Kt 195)
Economics in the home, school & community. 4 f.s., records & guide book.
Introduction, part 2-Home, part 3 - school, part 4 - community Introduction introduces concept other 3 f.s. build and develop this idea of division of labor. Other in Series - Economics Interdependence, this, Supply & Demand, Ecomonics Ownership, Distribution of Goods, Money & Barter. Exel.

EARLY PRIMARY READING LEVEL BOOKS (Bk 334)
Collection of books related to careers at this reading level. 6/12/72 books in collection(6) such as: WHAT TO BE, PEOPLE IN MY NEIGHBORHOOD. Exel.

ECONOMICS OF OWNERSHIP (Kt 192)
4 of Ecomonics in the home, school & community series. 4 f.s. records & guidebook.
Introduction, 3 f.s. - home, school & community. 1st one introduces concept & other build in it and explore in depth.
Others in Series: Economics Interdependence, Division of Labor, Supply & Demand, -, Distribution of Goods, Money & Barter. Exel.

ECONOMICS FOR YOUNG PEOPLE (Bk 676)
How things we use are made, where things we use come from, how people learned to move about and everyone has important jobs to do. (in a sequence). Has questions ans answers - color code and very attractive illustrations. Exel.

FAMILIES IN ACTION - PART I (Kt 39)
3 cassettes and 6 filmstrips with such titles as: Let's meet some families, Families have needs, Families Work Together, etc. Exel.

FAMILIES IN ACTION - PART II (Kt 40)
3 cassettes & 6 filmstrips with such titles as: Families are different, Families have fun, Children go to school, etc. Exel.

Level II Filmstrip (Fs 63)

Filmstrips: Helpers for our home; Helpers for our school; How money is used; How money is handled; How people make a living; Where does father work; Where does mother work; Sharing responsibility; What a city makes; Learning to Cooperate. Exel.

I KNOW A ....SERIES (Bk 266)
4 books in set: I know a Housebuilder, Telephone Operator, Truck Driver, Grocer. Good

LET'S GO SERIES (Bk 332)
10 books about visiting places such as: Supermarket, Newspaper, Library, Rocket Base, etc. Exel.

LIVING IN THE COMMUNITY (M 79)
Transparencies and ditto masters. About community workers. Exel.

MAKING PAPER (W-284)
See Career Awareness

MEN AND BUILDING MATERIALS (Fs 7)
Filmstrip on the title - usually goes with the "E" cluster box. Exel.

MONEY & BARTER (Kt 188)
Part of series - Economics in the Home, School & Community 4 sound f.s., records & guide - Introduction, part 2 - Bank, Checking & Savings, part 3 credit cards, part 4 currency. Other in Series: Ecomonics Interdependence, Division of labor, Supply and Demand, Economics - Ownership, Distribution of goods and this one. Exel.

MOTHERS WORK TOO (Fs 22)
6 filmstrips: My mother is a dental A istant, Waitress, Works in an office, Bank, Drugstore, etc. Exel.

OUR NEIGHBORHOOD WORKERS (Kt 44)
9 filmstrips & 5 cassettes with titles such as: The Fruit & Vegtable Store, The Banker, The Watchmaker and Jeweler The Butcher, The Tailor, The Dairyman, etc. Good

OUR SCHOOL WORKERS (Fs 25)
8 filmstrips on workers in schools including: custodian, teacher, pupil, librarian, etc. Exel.

OWW-Neighbors (kt 12)

Records, teacher's resource unit, student activity books. Stresses interdependency. Exel.

OWW - CITIES (Kt 205)
See Career Awareness

PARK RANGER (M 31)
A booklet with pictures that may be reproduced for students to color in. tells about the work of a park range
Good

Skill Awareness, Beginning Competence

KINDERGARDEN

INTRODUCTION TO MEASUREMENT (W-263)
see Economic Awareness

METHOD OF INCLUDING CAREER EDUCATION IN AN EXISTING READING PROGRAM (W-282)
See Career Awareness

WORKERS AROUND US (W-251)
seeCareer Awareness

GRADE 1

ARTIST (S-11)
Shoebox kit for primary children to try to imitate sketching, painting and coloring on paper. They are to choose their own colors - contains brushes, paper, water colors, crayons, pencils. No student directions.
Washington Workshop 12/72

BASIC MEASUREMENT AND RELATED CAREERS (W-261)
see Economic awareness

BEGINNING SOUNDS (Bk 667)
Levels of A, B & C of materials in transp, workpage (ditto master) & teachers guide in notebook from for review. Designed to teach the ability to use the sound represented by the 1st letter in a word as an aid in identifing word as a critical skill in word recognition & work analysis. Exel.

BREAKFAST TEACHES (W7-740)
see Appreciations and Attitudes

BREAKFAST TEACHES (W7-741)
see Appreciations and Attitudes

BREAKFAST TEACHERS (W7-745)
see Appreciations and Attitudes

COTTON (W-150)
see Appreciations and Attitudes

ECONOMICS (W-163-1)
see economic awareness

FOOD SERVICE WORKERS MUST HAVE CLEAN HANDS (S-43)
see career awareness

INDEPENDENT ACTIVITIES (BK 712)
Demonstration series (level 1 & 2) of a reading fundamental program available in preprinted master carbon units. Non-reading activities for readiness. good

MAIL BOX (S-36)
see career awareness

PROTECTIVE SERVICES AS A PART OF THE WORLD OF WORK (W-132)

Unit planned to give student basic understanding of the personnel, materials, tools, opportunities, requirements & working conditions of this particular career areas cover provisions for K-3, & 4-6. Mimeography

PHONICS & WORD ANALYSIS SKILLS (Bk 668)

2 parts of 1st grade level materials as demonstration set. Materials available as preprinted master carbons. Materials look at auditory perception of sounds-consonants & the written sumbols associated. Workpages are multiacivity. format. Teachers explaination for workbook are not adequate. Good.

RHYMING (BK 651)

Speciman set - 2 levels- of a series on the topic. Actual series comes as master carbon units for use. Very attractive, has instructions as well as samples. Exel.

THINKING SKILLS (BK 666)

1 demonstration copy each of 3 levels of a teacher work book available commercially as transparencies, ditto workpages & teachers guide. Works on vocabulary reasoning & organization skills essential for critical thinking. Exel.

VISUAL DISCRIMINATION (Bk 652)

Demonstration copies of 3 levels of a set of materials illustrating the transparencies & ditto worksheets looking at teaching likenesses & differences among work forms that are almost identical. Exel.

VISUAL - MOTOR SKILLS (2 books) (BK 693)

Demonstration set of 2 books (level 1 & 2) for a Reading Fundamentals Progress Supplement. Actual materials come as preprinted master carbon units. Exel.

VISUAL READINGESS SKILLS (BK 692)

Demonstration set of 2 levels of a program. Master carbon preprinted units-non-reading activities for eye-hand coord, visualization, pattern completion part-whole relationships, visuals discrimination, figure-gound relation & visual memory. (good)

Z ANERO (S-41)

see career awareness

GRADE 2

THE COWBOY (FS 72)

Filmstrip showing career awareness and employability skills the cowboy must have to succeed in his career. good

READING-THINKING SKILLS (BK 700) (2 levels) 1st Reader

Demonstration set-2 levels of 2nd grade series, samples of teacher's guide & ditto/transparencies masters. Exel.

Keeping the City Clean (Pt 49)

NEIGHBORHOOD FRIENDS & HELPERS
(Pt 50)
Exel.

GRADE 3

CAREER EDUCATION IN MUSIC (W7-705)
See Career Awareness

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correcting light feature-individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book material includes bibliography teacher & studetn guides for K-6, 7-8(middle)& 9-12(secondary) as well as 12 grade data sheet book. Plastic sheets are in color & easy to read, Fascinating but heavy.
Exel.

CONSTRUCTION WORKERS (W-140)
See Career Awareness

COTTON GROWER (S-23)
See Career Awareness

CROSSWORD PUZZLES FOR PHONICS (Bk 665)
Demonstration copies of 4 books actual set is available in preprinted master carbon units. Shows sample & guide-books cover vowels, consonants, blends & picture clues. Designed as a reinforcing device. Exel.

DENTAL UNIT (W-129)
See Career Awareness

DRESSMAKER (S-27)
See Career Awareness

EYE AND EAR TOOLS (W-202)
See Career Awareness

FILMSTRIP PROGRAM (FS 63)
Flimstrips: Helpers for our Home Helpers for our school; How money is used; How people make a living; Where does father work; Sharing Responsibility; How to handle money; Where does mother work; What a city makes; Learning to cooperate.
Exel.

HOW TO PLANT A TREE (S-14)
Kit with directions and illustrations on topic plus samples of materials - planter, peat moss, seeds and soil.

I WANT TO BE.... (BK 272)
Complete set of 49 books on varied careers.

IOTA CAREER SCALES (W7-710)
see Career Awareness

LENGTH & AREA: CONCEPTS, SKILLS, TOOLS AND WORKERS (W-177)
A math unit designed to increase the student's understanding of length & area.

LIVING IN THE COMMUNITY (M 79)
Transparencies and ditto masters. About community workers.

PHONICS & WORD-ANALYSIS SKILLS (BK 670)
Two Parts of demonstration set of materials. Teacher's guide & samples of presented master carbon units. Looks at work-recognition skills leading to independence in reading. Three kinds of activities are outlined-Independent, Extended, and additional. Exel.

PAY THE CASHIER (Kt 126)

Suggested grade 3 & 4 a game for up to 4 players to teach the different coins and bills up to $10. Teaches adding of bills, coins and making change. Control of coins difficult. O.K. for intended prupose, but same objective could be obtained with just play money. Good.

PICTURE CARDS (S-21)

Project produced cards and definitions for matching (cards are 5 x 8 size)

SUPPLY & DEMAND (Kt 193)

4 f.s, records & guidebook part 1 introduction, 2-home, 3-schoo[illegible] 4-community Introduction give concept & other 3 f.s. build and develop on this. Others in Series: EconomicsInterdependence, Division of Labor, Supply & Demand, Economics Ownership, Distribution of Goods, Money & Barter. Exel.

TO AN AIRPORT (Kt 43)

A cassette and filmstrip that describe features of an airport such as: Control tower, service hangers, loading and preparing for take-off, etc. Poor teacher's manual. Good.

WHERE AND HOW PEOPLE WORK AND LIVE (Kt 202)

4 fs and 4 records. Where in the world do you live? From place to place, food from farm to family, clothes from head to toe. Concepts of economic interdependence. Average length 70 frames. Maps, vocabulary, activities, excellent guide. Exel.

WORKING TOGETHER ON MAN'S EARTH (Fs 59)

Grade level 2-4 Color f.s (6) titles: Helping one Another, Farmers Help People Cities help People, A Mining Community, 2 Different Climates, 2 Different Communities. 2 week check-out. Exel.

READING - THINKING SKILLS
(2 books) 2nd READER (Bk 701)
Demonstration copy - 2 levels 2nd grade series to help teach inference, organization, judgement, imagery & prediction. Examples to ditto master pages & teacher's materials. Exel.

READING-THINKING SKILLS (BK 702)
Level 3 (2 books)
Demonstration set of levels 3^1 & 3^2 of series. Covers generalizing, prediciting speech, organizing ideas & verifying inferences among other things. Teachers guide & ditto masters make up actual series.
Exel.

A STUDY OF FORESTY AND RELATED CAREERS (W-269)
see Career Awareness

WATER RESOURCES (W-104)
see Career Awareness

WEAVING (S-70)
see Career Awareness

WHAT DOES A RECORDING ENGINEER DO? (S-42)
See Career Awareness

WOOD FINISHING (S-28)
Kit has 5 samples of wood, thumb tacks for testing hard or soft samples and different grades of sandpaper. Instructions for use of kit included.

Employ-Ability Skills

MEASUREMENT 3-A (W-177)
see Decision Making

Educational-Awareness

KINDERGARDEN

ADVENTURES OF LOLLIPOP DRAGON (KT 129)
Suggested grades k-1 f.s./ cassettes & guides plus 1 coloring book. teaches such things as sharing, working together, avoiding litter, care of property taking turns and kindness to animals.
Exel.

GRADE 1

EARLY CHILDHOOD SERIES (KT 135)

Set of 30 books, 30 records 9 packages of study prints (in color photographs), 3 boxes of 3 f.s. & 3 records each) Suggested grade level K-2 Topics: Part I: About Myself; Part II: The World Around Me; Part IIII Talk-Ti Think-I Reason. Check-out time should be 4 weeks, as we only have the 1 set it will be 2. Different part for different levels. Exel.

GRADE 2

CAR-LIFT (S-81)

Directions have teacher explaining how air pressure works then has an experiment for students using "pump" and mock-up lift for demonstration. Mounted pictures show other examples of air pressure principeles

HOME BUILDING UNIT (W-101)

see Career Awareness

WHAT DOES YOUR DAD DO (Kt 79)

See Economic Awareness

GRADE 3

COMMUNICATING W/A COMPUTER VIA ARD MODE (S-34)

Kit has sample computer cards & a irection card on how to read the unches by column and row.

COTTON GROWER (S-23)

see Career Awareness

LIVING IN THE HOME AND SCHOOL (M 80)

Set of 12 color transparencies and 14 spirit masters to use in living in the home and school. Exel.

MY MOTHER HAS A JOB (Kt 37)

Filmstrip & cassette: Advestising Agency Executive, Factory Worker, Teacher, Commercial Artist, Nurse Retail Clerk. Good

PEOPLE WHO WORK WITH ANIMALS (W-249)

see Attitudes & Appreciations

STUDY OF FORESTRY AND RELATED CAREERS (W-269)

see Career Awareness

WATER RESOURCES (W-104)

see Career Awareness

PRIMARY MATERIALS

AVAILABLE FOR GENERAL CHECK-OUT

ECONOMIC EDUCATION GRADE I W 342
Exposes student to the personal and social justification of work and to the concept of money as a medium of exchange. Unit is built around occupation focus of goods and services. Refers to a separarely packaged resource kit of supportive instruction materials. CCEM - C-75

ECONOMIC EDUCATION GRADE III W 341
This unit develops the student's understanding of the functions of our economics systems. Planning is personal financial management and career selection are expanded, Student will understand that economic capacity is implicit in career selection, ect. Need multiple copies of the resource packaged from the master. CCEM C/57

FATHER WORKS FOR FAMILY Fs 74Q
1958 copyright, color, silent Fs-rather short. Deals with different kinds of work fathers do. Long Filmslide

FIREMEN W7 4165
The student will become aware of a fireman's duties and his role in the community. Involves a field trip and reading resources.

GRANDPA SAYS...SERIES C 115
7 cassettes (no written guide) each with stories with morals on honesty, helpfulness, told as though to small children by a grandparent. Education Sensory Prog.

HEALTH PROFESSIONS M 87
Part of a series of transparancies showing health in its total aspects in the community. Contains mounted transparancies, originals, guide, resource books. 3M Company

HOW WE COMMUNICATE W 339
17 lessons with field trip. Designed to help students develop beginning competencies in the various areas of communication to the "real world". Includes letters, audiences, telephone. CCEM/C-31

I CAN DO MANY THINGS C 120
Cassette and speciman student work sheets. Part of larger series designed to help improve self-image of primary students. Ed. Proj. Corp. Jackson, Mississippi

LEARNING ABOUT MONEY PT 52
16 posters of jobs, services and how money is used and how to work to get it, and it includes a teachers guide. Cook Publishing Co.

LET'S COOPERATE C 118
Cassette with student worksheets. (speciman set) Part of a larger series. No teacher's guide. Educational Projections Corporation

LET'S FOLLOW RULES C 119
Cassette with student worksheets. Cassette includes 60 rules. Educational Projections Corporation

MAILMAN S 103
Primary "Mail Distribution" exercise color coded-9 letters to distribute.

PEOPLE WHO WORK OUTDOORS Fs 3
Slides of local people working outside. Typed listing of job titles is only guide. About 25 slides. Eastman Kodak Co.

READING, WRITING, NUMBERING W 346
By looking closely as 3 basic skills the student and others use at school, at home learner becomes aware pf tje fact that the skills he is acquiring in school are relevant to those required in everyday life. Some AV equipment is needed Very complete. RCU 8-805 B

SCHOOL SKILLS NOW AND LATER W 340
Unit is designed to extend students recognition that school experiences are relevant and helpful in daily life, both in and outside the classroom. Especially looks at verbal and nonverbal comm.-focuses primarily on school personnel. Uses some outside resources. CCEM - C/70

SOCIAL SCIENCE W7 770 (2)
Goal: The purpose of these activities is to develop an awareness of what is required for human beings to get along with each other. Ties in W S Studies Utilizes WACOP media. Includes poems activities and enrichment sources. WACOP

TOOLS FOR TOIL W 325
"K" Exploring all types of tools and who uses them from caveman to current, Emphasizes school; community workers and consequences of the tools applications. RCU

TRUCK DRIVER S 94
Shoebox with model truck, simple laminated map and activity cards. Activities center mostly around figuring the number of miles from one location to another. WACOP

WHO CAN SET THE TABLE? s 108
Objective: To learn how to set t the table properly. Tablecloth with outlines, apron, dishes and accessories included.

WHAT DO WORKERS DO? W 330
Second grade teacher's guide suitable all subject areas. Varied activities from art to vegetables, geographic influence on all occupations Includes Vocab. development. RCU.

WORK & PLAY KT 171
Single filmstrip and cassette. No written guide. Contents emphasize the need for work and for leisure in the process of living. Eyegate

WORKERS FROM A-Z W 337
Booklet of student materials master copies for use with the DEVISE program. Each page is an activity independent of previous or following pages.

DEMONSTRATION COPY ONLY
(available on limited checkout)

SONG FOR THE FLANNEL BOARD M 110
8 sheets of flannel board characters and objects; record with 5 songs and teacher directions. Lessons include: Fun in the Park; Our School; Store: Doctor: Policeman: Our Fireman: Included printed sheet of songs. Teaching Tools

INTERMEDIATE 4-6

Career-Awareness

GRADE 4

CAREER AWARENESS (W7-709)
Brief activities for grade 4 in develping career awareness. Relates to activities to scales 19 & 2 - gives ideas. Handwritten.

CAREERS & YOU, I (W-250)
1st 9 lessons help develop a cognizance of how occupations are categorized into 5 major areas. Reviews Goods or Services than branches into 5 areas. Later lessons zero in on student interests & abilities & finally how school related to life outside the classroom. 21 hrs., print copy.

CAREER ED IN ACTION (W-149)
2 Units in package. Goal of unit is to develop an awareness of the wage earner's occupation & his importance to the family. Second unit- To classify various careers into groups based upon similarity of career performance. Original type. 5-40 min. periods/2-40 min. periods.

CAN YOU WORK AS CAREFULLY AS A PALEONTOLOGIST? (S-228)
Kit contains instructions, answers & supplies including a small pick, paint bruch, tissue, paper bag & "fossil dirt" complete with fossils.

CARPENTER (S-44)
Folder has data on job requirements and what they do. Kit has actual tools - saw, plane, ruler, miter, mallet, pliers, level.

CITY: OCCUPATIONS (Fl 46)
Suggested grades 5-7. Technicolor camera-8mm loop. Lesson plan coming later. Have not previewed. 2 week check out

CLASSIFYING CAREERS (W7-765)
A 4th grade unit on career awareness, classifies careers into groups based upon similarity of career performances. 1 page 45 min. Typed original.

COMPUTER PARTS PICTURES (Pt 60) (14x17)
Set of 3 color pictures of animals made of computer parts. Good for art or for discussion of technology. Bull, eagle & St. Bernard.

CONSTRUCTION OCCUPATIONS CLUSTER (W-218)
Unit has all data and sheets suitable for retyping for unit including field trip and class speaker guides. Pre test included.

HAND PUPPETS (W7-704)
A career awareness instructional unit for grades 3-6 utilizing hand puppets and plays. Directions for making puppets and ideas for using them.

INTERIOR DECORATING UNIT (W-105)
In this day of technology, mass-production & specialization it is easy to forget that color & design go into almost everything we see or touch. Unit is outline sketch. Great deal of teacher preparation time required. Mimeo copy.

LEVEL 1 FILMSTRIP PROGRAM (Fs 62)
12 filmstrips about business, manufacturing, and workers.

LIBRARIAN, ETC (W7-767)
A 4th grade instructional unit on career awareness of a librarian, career orientation to a chosen occupation, and economic awareness of taxes and family finance. Includes samples of handouts, tests, biblography, vocabulary. Original type and ditto.

MAIL CARRIER (S - 6)
Shoebox prototype - activities include using route map to figure route stops. Letters are to be sorted into slots (provided both slots and letters). A quiz follow-up activity is included.

THE NEWSPAPER (W7-766)
A 4th grade instructional unit on career awareness of the newspaper industry. 9 each, 45 min. ditto copy.

NEWSPAPER-WANT ADS DEPT. (S-9)
Kit (Shoebox prototype) contains instructions for filing want ads under appropriate columns. Gives the ads and 5 column cards. Timed to take 4 minutes per student. Washington Workshop 12/72

PEOPLE WHO MAKE THINGS (Kt 217)
4 filmstrips, 4 cassette tapes, discussion guide. Aircraft assembler, Chef, Model Builder.

PEOPLE WHO WORK IN SCIENCE (Kt 132)
Filmstrip and cassettes about a recording engineer, lab technician, ocean scientists, etc.

PRINTING INDUSTRY (W-135)
Communications in graphic forms. Emphasis is on setting up and running of student newspaper with role playing of individuals within this organization. Print copy.

SEAMSTRESS TOOLS (S-79)
Box has needles, measure, buttons felt, etc for practice including reading catalogs, following directions, working problems and practice sewing. (CONSUMED MATERIALS MUST BE REPLACED)

SIMILIAR CAREER WORK (W7-[illegible]47)
Fourth grade instructional units on career awareness and job interviewing. "Have chosen a career students will be able to list in writing & discuss orally at least 3 alternatives based upon similarities of career work performances". 30 lessons-30 min. Small group each. Xerox copy.

SKILLS FOR TOMORROW (W-16[illegible])
Primary intent of the unit is to help the learner's personal achievements and his interaction with the school environement. 4 major topics and goals. 20 performance objectives.

SO YOU WANT TO BE A COWBOY (S-8[illegible])
Directions give student interest check list; kit discusses brands and their functions, has mockup of corral, a brand quiz and directions to make an original brand.

TRANSPORTATION WORKERS (W-106)
Two copies of unit-looks at all aspects of transportation with tie into curriculm in Music, P.E., S.S., LA. Science, and Math. Mimeo copy.

WEATHER (W-126)
Objective is to stimulate children to gain & seek further scientific knowledge regarding weather and weather forecast by studying the occupations relate to weather. Geard for a "developmental learning class." Mimeo copy.

WEATHER UNIT ([illegible]-120)
Study of weather as a tool for math appreciation and utilization. Also ties unit to Science, LA and Art.

GRADE 5

ABC's OF FILING (S-24

5 x 8 cards made up with names to alphabetize divisional cards, check sheet and rules card for students experience.

AIR AGE MATERIALS (Kt 201)

Kit contains-plastic model plane, teacher's notebook, color photographs and charts, materials on clouds, engines, film order forms. Booklets on flying (6 titles) and maps. Very Attractive display when set up. (Exel)

AVIATION (W-110)

Unit to acquiant students with aviation in order for them to see the job opportunities open in this career field. Good activity tie-ins with 3 R's curriculum. 6 - 9 weeks

BE A TRAVEL AGENT & PLAN TRIPS (S-89)

Inventory of maps, time tables, pencil, brochures, teacher & student directions & inventory pad. Has student problems and answers to check skill.

CARD CATALOG (S-26)

10 author, 10 title & 12 subject card samples to be filed. Box is set up with internal divisions and directions in the top.

CAREER AWARENESS (W7-725)

Suggested activities for 5th grade. Based on Littleton school programs.

CAREER AWARENESS-ARTS (W-256)

Unit is intended to arouse in the student an awareness of the impact of self-development and social involvement while investigating careers in the arts.

Some lessons require extensive prepreparation by teacher
20 hr. 30 min.

CAREER EDUCATION & IOTA (W7-714

Occupational reports, parents occupations. Report of how this teacher used activities in S.S. related to 11 IOAT scales.

COMMUNICATIONS (W-133)

Communication careers offers the teacher an opportunity to introduce students to a variety of careers which easily integrate into basic skill instruction. Ideally suited for core teaching efforts.

Community Helper Crosswords (M 7

Suggested grade 3-6
8 puzzles & 1 set of markers per box-plastic coated 8½ x 11 paper.
Check-out time- 2 weeks (Exel)

FAMILY WORKERS (W7-718)

Instructional unit beginning with parents occupations including a password game as an evaluation method & role play activities.

GROWING WITH RESPONSIBILITY (W-203)

No relase. Identify home, school or play tasks in which learner participates, how do these tasks benefit others, identify the rights & responsibilities of the learner at school and home, discovery of performance standard: for these tasks and the world of work.

HOW TO MAKE PAPER BY HAND (M 103)

10 envelopes - each contains pamphlets and screen and direction on how to make paper. Excellent classroom project. Requires preparation by someone to build "equipment" or collect materials. Envelope semi-consumable. Only 1 sent per teacher.

INSTALL PISTON RINGS (S-39)

Kit contains description of job, employment bulletin, piston, rings and ideas to be learned.

JOB FLASHES (S-78)

Set of flash cards dealing with the world of work - job titles, training needed for jobs, job types based on physical requirements, math ability, etc.

JOB GEOGRAPHY (W7-764)

Unit on environment-connected occupations integrated into geography. Very extensive; original photographs included.

PEOPLE WHO INFLUENCE OTHERS (Kt 218)

4 filmstrips/4 cassettes titles - overview, model, creative director and county agent. All are based on concept of we all influence others in some way but certain jobs are built on this ability.
No written guide. Good

PEOPLE WHO MAKE THINGS, (Kt 217)

Part of Career Discoveries Series 4 filmstrips and cassettes - overview. Aircraft Assembler, Chef and model builder are' examples, f.s. interview people on the job relating his work to what he likes to do - shows people using their tools of the trade and in their work environment Good

PEOPLE WHO ORGANIZE FACTS (Kt 200)

4 f.s & cassettes one on people who organize facts (overview) - then in depth at Bakery Forewoman, automotive researcher & TV Sports Editor. Exel.

PEOPLE WHO WORK IN SCIENCE (Kt 152)

4 cassettes, 4 filmstrips. Discussion Guide Presents Job Clusters to which students can relate.

PILOT & CO-PILOT (S-8)

Topic: airport, airplane parts, weather, cockpit controls & instruments, types of planes. Contains models, pictures, instructions, charts & activities for each of 5 areas.

POLICEMEN UNIT (W-128)

Unit to enable students to become aware of the wide range of occupations that are associated with the broad cluster protective services.

PROTECTIVE SERVICES AS A PART OF THE WORLD OF WORK (W-132)

Unit planned to give student basic understanding of the personnel, materials, tools, opportunities, requirements & working conditions of this particular career areas. Provisions for K-3 & 4-6.

SCHOOL STORE UNIT (W-119)

Children will become aware of processes, procedures, operations, and skills, necessary to operate a school store.

SEWING BOX (S-32)

Large cutouts are mobile, Barbie doll characters, pattern sample included. Directions for how to do an interest center corner. Suggest check out with Be a Fashion Designer & Careers in Sewing shoeboxes ...

SKIN DIVING (W7-762)

Unit on career awareness in skin diving. Includes copies of related materials and transparancies.

TELEPHONE: A COMMUNICATION THAT HELPS US (W-124)

The telephone industry is the nerve system of the nation and employs about 800,000 people. This exploration unit ties in with all the curriculum basics.

TELEVISION UNIT (W-122)

Unit will provide the students an opportunity to gain some practical knowledge and experience in the use and development of today's industry.

TIE-DYE ART (S-52)

Kit has instructions, materials and miniture samples to do a tie-dye "shirt." Consumed parts must be replaced.

WORK ROLES (W7-763)

To acquire a realistic view of working roles; all careers have advantages & disadvantages. Has examples of student problems.

GRADE 6

BE A FASHION DESIGNER (S-53)

Objective is to use fashion catalog and observe clothing design, make a tissue paper pattern for the dolls included & then use the bolts of material and tools to make a design. must replace used-up parts.

CAREER AWARENESS-ART (W-168)

Unit to develop the student's ability to related his personal development and social awareness to careers in the fine arts.

CAN THE SCIENTIST (Fs 15)

3 filmstrips: Can the Biologist, Meet the Demand, Can the Physicist-Engineer Strike a Balance. Can the Chemist Renew the Supply. More Science than Career.

CAREERS IN INDUSTRY I: BUILDING CONSTRUCTION (W-253)

The purpose of the unit is to provide students with useful experience in the construction industry and with the knowledge of a group of occupations, essential to almost every community in the country. Designed for student participation in hands-on simulations. 25½ hours.

CAREER INFORMATION MEDIA CENTER (W7-[illegible])

Counselor in an elementary school developed this material and tried it out in grades 4,6 and small groups.

FLUSH TOGGLE SWITCH (S-55)

Kit consists of 2 toggle switches and a bulb. Studies elec. current-includes screwdriver and all parts.

Career Awareness-Government and Law Enforcement (W7-755)

A unit on career awareness of government careers and law enforcement careers. Uses role playing. 3 45 min. periods.

HOME CONSTRUCTION IN ARIZONA (W-287)

Goals range from: awareness - occupational success requires competencies and performance standards to awareness of changing community needs. References to WACOP media and has activities and other data needed to teach unit included visuals and tests are also included.

INTERMEDIATE BOOK COLLECTION (Bk 581)

Describes varied careers available in Medical, Astronautical, Banking, Banitatun and Electronics Industries.

MAKING AN EXTENSION CORD (S-50)
Kit has complete directions, pliers, screwdrivers, and sample wire and plug included and labeled. Plan to replace consumed materials.

MAKING SIMPLE SOLUTIONS (S-73)
Kit has baking soda, salt, starch, vinegar, spatulas and glass bottles. Directions tell how to mix. Must replace used items.

MEASURING (S-64)
"There are many times when a scientist MUST measure correctly" Teaches the use of linear ruler. Has directions, quiz cards, rulers and test items.

PEOPLE WHO HELP OTHERS (Kt 153)
filmstrips and cassettes about people who help others.

PHOTOGRAPHY (W-123)
Unit requires photography equipment to implement fully, as well as access to a dark room. Very detailed in scientific tie-in portion of unit. Could tie-in with S-77.

THE PHOTOTECNOLOGIST (W-316)
Performance objective: Given a roll of exposed film the student will correctly process the film into printable negative images using the time temperature method of development. 1 hour, orginal at RCU.

SKUNK FARMING (W-280)
Since it is illegal to have a wild skunk; pet skunk must come from a registered skunk farm. Thus, a need for skunk farming is created. Has activities and evaluation factors in unit. Needs set of slides - ditto copy, 5-7 day unit.

SO YOU WANT TO BE A STAR (S-38)
Inventory of practice pantomine cards, monologue for memorizing, instruction cards & record keeping materials.

WHAT'S MY LINE? (W-293)
Designed to help students learn that natural resources are used by man to create various forms of economic wealth & that this wealth is dependent upon the availability of our natural resources. 60 minutes per goal - 4 goals.

Self-Awareness

GRADE 4

CAREERS & YOU, I (W-250)
See career awareness

LEARNING TO GET ALONG (W-309)
Designed as a means of developing self-awareness of the feelings for others in the peer group as a means of learning to get along with other, Has evaluation check sheet. Orginal at RCU.

OPERATION BRIDGE: SELF-CONCEPT, LA, MATH (W-111)
Concept: a realistic and good self-image is fundamental to correct occupational choice & satisfaction. Packet for this grade level-teach includes activities and prototypes of student materials. Xerox copy.

SKILLS FOR TOMORROW (W-166)
See career awareness

GRADE 5

CAREER AWARENESS-ARTS (W-162)
To help students from all cultural and economic backgrounds discover the man and varied career opportunities in the fine arts. Look at life-styles, tangible & intangible rewards, skills, tools used in fine arts careers & decide whether these correspond with his personality & self-concept.

SELF-INTERESTS & OCCUPATIONAL CHOICES (W-315)
45 minute activity based on a teacher produced bulletin board followed by discussion & evaluation the next day. Original at RCU.

GEOGRAPHY & TRAVEL AGENTS (W-286)
Travel agency personnel use geography in their everyday life. People that work in a travel agency have to know customs, etc. of different countries.

GROWING WITH RESPONSIBILITY (W-203)
see Career Awareness

POLICEMAN UNIT (W-128)
see Career Awareness

VALUES TO SHARE (Bk 553)
Set of 5 student and 1 teachers ed. Reading text. Stories on values and appreciation. Poor

GRADE 6

CAREER AWARENESS - ART (W-168)
see career awareness

CAREER INFORMATION MEDIA CENTER (W7-733)
see career awareness

OPEN ENDED STORIES (Kt 78)
5 filmstrips & records: The Painting, Open Gate, New Building, Purse, Warning Blinker, Values and attitude builder. Exel.

HOW DO YOU FIT? (W-200)
9 units and 30 minutes. Primary intent is to help the learner understand that tasks are accomplished both individually and by groups and that certain adjustment skills are necessary to complete a task successfully.

SKUNK FARMING (W-280)
See Career Awareness

VALUES TO LIVE BY (Bk 555)
Set of 5 student and 1 teachers ed. Reading book for grade 6 with stories on values and attitudes. Color illustrations. Speciman series available. Poor

Appreciations And Attitudes

GRADE 4

INDIAN LORE (ph 554)
Indian unit with activities, design for costume, games, songs, equipment, masks, etc. Ditto copy.

INTERIOR DECORATING UNIT (W-105)
In this day of technology, mass-production & specialization it is easy to forget that color & design go into almost everything we see or touch. Unit is outline sketch. Great deal of teacher preparation time required. Mimeo copy

NEED A FRIEND, (S-40)
Teaches how to find fiction books by recognizing they are filed alphabetically by author's last name. Kit has book jackets and pretend book shelf, name cards for books and authors- has answer sheet and follow up activity.

OWW-REGIONS OF THE US (Kt 208)
Speciman set for 4th grade S.S. Kit has teacher's resource guide teacher's copy student manual & hardbound text. Units & regions made by nature, regions made by man's work, regions made by culture, regions made by government, regions made by problems. Lovely chapter on 4 Corners of Arizona. (Exel)

IMILIAR CAREER WORK (W7-747)
See career awareness

RANSPORTATION WORKERS (W-106)
See career awareness

TWO SIDES TO EVERY STORY (Fs 23)
4 filmstrips: Have You Wanted to Be Alone, A Place in the Family, Is Anyone to Blame, Have You Felt Hurt. Good

GRADE 5

AREER AWARENESS-ARTS (W-162)
see Self-Awareness

OMPUTER PARTS PICTURES (Pt. 60)
et of 3 color pictures (14x17) f animals made of computer parts. ood for art or for discussion of echnology bull, eagle & St. ernard.

OWW-THE AMERICAN WAY OF LIFE (Kt 210)
Speciman set - has teachers ed. of problem book, text book, copy student book & teachers resource book. Unit: Shaping the Social system, Emerging Social system, Testing the Social system, Social: Present and Future. Excellent for Soc. Studies. Exel.

SKIN DIVING (W7-762)
see Career Awareness

VALUES TO SHARE (Bk 553)
Set of 5 student and 1 teachers ed. reading text. Stories on values and appreciations. Poor

WORK ROLES (W7-763)
see Career Awareness

GRADE 6

ATTITUDE BUILDERS GROUP 2 (Pt 43)
6 posters and metal frame holder. Cartoon style and in poor color. Poor

CAN THE SCIENTIST (Fs 15)
3 filmstrips: Can the biologist meet the demand, Can the physicist-Engineer strike a balance, can the chemist renew the supply. More science than career. Good

CAREER INFORMATION MEDIA CENTER (W7-733)
see career awareness

FAMOUS QUOTATIONS SET (Pt 41)
30 quotations in metal frame holder. Inspirational in nature. Not career ed media. Good

LEARNING/SUCCESS (Fs 68)
Two filmstrips titled: The Meaning of Success, and Learning On Your Own. From Popular Science-1969. With guides. Good

NEW YORK LIFE INSURANCE BOOKLETS (M 10)
Set of 90 leaflets, each on a career. Free Good

ON PRIVACY (Bk 673)
Set has casebook, curriculum, guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in a Free Society. Materials cover K-12 activities on concept of privacy in our society. Good

VALUES TO LIVE BY (Bk 555)
Set of 5 student and 1 teachers ed. Reading book for grade 6 with stories on values and attitudes. Color illustrations. Speciman series available. Poor

WORLD OF CONSTRUCTION (Bk 172)
Sample of text, lab manual and teacher's manual.

Decision Making

GRADE 5

ATTRIBUTE (W-192)
see skill awareness

CAREER AWARENESS-ARTS (W-162)
see Self-Awareness

WHAT TO DO? (W-204)
No release. Primary intent is to help learner understand the basic steps in decision making and problem solving and to acquaint the learner with some of the factors that affect the way he makes decisions.

RADE 6

CAREER INFORMATION MEDIA CENTER (W7-733)
see career awareness

HOW DO YOU FIT (W-200)
see self-awareness

Economic-Awareness

Grade 4

AIRPORT WORKERS (Fs 1)
Set of slides with script and guide. Exel.

BIG CITY WORKERS (Kt 77)
1 filmstrip & record form the series, "Life in the Big City". Shows wide variety of careers. (good)

CAREER ED IN ACTION (W-149)
See career awareness

A CASHIER MAKES CHANGE (S-20)
No copywrite release. Shoebox kit programmed to teach child the process of making change. Kit includes instructions, money bag, till, and tax chart. Self scoring and progressively more difficult.

COMMUNICATION (Kt 26)
8 captioned filmstrips in color covering the whole area of communication such as: books, motion pictures, radio, telephone, etc. No guide. Good

COMMUNITY SERIES (BK 336)
3 titles from social studies series. My Family & My Community, Communities Around the World, My Community & Other Communities. (Exel)
Excellent Social Studies Unit. Map Skills.

LLARS & SENSE (Kt 138)

lor f.s. & records on economic areness. Titles: How Money goes und & round, Different Kinds of ney, How Budgets work, How Money Made, How we Borrow Money, How xes Work. (good)

UNDATIONS FOR OCCUPATIONAL PLANNING (Kt 4)

of 5 filmstrips: Who are you, What d is school, What is a job, What do like to do, What are job families. Exel.

T'S GO SERIES (Bk 332)

books about visiting places : supermarket, newspaper, brary, rocket base, bakery, c. (good)

R GOVERNMENT & HOW IT WORKS (Fs 12)

filmstrips: What is a President, What a Congressman, What is a Mayor, What a Governor. Good presentation in ry easy to understand language. Exel.

WW - REGIONS OF THE U. S. (Kt 208)

See Appreciations & Attitudes

ARK RANGER (M 31)

booklet with pictures that may e reproduced for students to olor in. It tells about the ork of a park ranger. (good)

PETTY CASH (S-19)

Shoebox kit has cash, record file, insturctional cards on what a petty cash fund is and a set of student directions cards. Program format.

THE STORY OF CHECKS (M 68)

Suggested grade 6-9. Set of 40 comic books telling the story of check in our society - history & current techniques of handling. Check-out time 2 weeks. Exel.

SRA NEWS LAB (Kt 209)

SRA kit to be utilized with daily newspaper. Good

SYSTEMS IN OUR CITY (Fs 19)

Provides information about the various service systems of the city. 7 filmstrips with such titles as: Getting Goods and Services, Gas, Manufacturing, Electricity, Postal, etc. Shows consumption & production. Better to utilize into smaller units. Career Awareness (Exel)

TRANSPORTATION (Fs 20)

8 filmstrips that present the mayor means of transportation within and between cities. Titles such as: Trains, cars, Airplanes, Elevators, etc. (good)

TYPES OF CITIES (Kt 25)

8 filmstrips about different type of cities such as: Commercial, fishing, Mining, Capital, Manugacturing, Resort, Suburb, Market. Shows establishment & growth of other industries-inter relationship. (Exel)

WORKERS FOR THE PUBLIC WELFARE (Fs 9)

Filmstrips: Police & Police Protection, Fire & Fire Fighters, Post Office & Postal workers, Education & the teacher, Transportation Workers, Sanitation & the sanitation workers, Social Service & the Social Worker, Library & the Librarian. No guide. Good

WORKING IN U. S. COMMUNITIES - GROUP I (Kt 132)
Grade level 3-5 F.S. & Cassettes. Designed to introduce simple economic concepts. Students go on visits to 4 communities throughout the U. S. including Flagstaff. Points out history and geography influences the kind of business that develop in a particular area.
2 week check out (Exel)

WORKERS YOU MAY KNOW (M 8)
Set of 78 job briefs cartoon style and little writing from Arizona State Employment Security Commission, (free)
(good)

WOW - GRADE 6 (Kt 52)
4 filmstrips & records: Matter of Business, Getting the Goods to the users, Helping the Healing Hands, It's the Growing Thing, and teacher's guide. E.M.H. (most need higher education)
Good

YEARNINGS & EARNINGS (W-180)
Instructional unit-no copywrite release.
Ten hours instructional time. Primary intent is to help the learner analyze the domestic situation of a home in terms of what is available. what is needed and what is wanted and what is luxury. Six major topics.

Grade 5

ALL ABOARDS, LET'S GO (C 108)
Set of 8 cassettes such as: Visting a farm, Computer Center, Skyscraper, Steel Mill, etc. No guide. Should list all "visits" and have accompanying filmstrips.
Good

Unit on Banking (W-125)
Knowledge about some of the fundamental banking services is highly desirable & with our rising standard of living, it may soon become indispensable in todays complex world.

BOOK JACKETS (M 32)
Jackets from books on career titles for bulletin board display. Exel.

CAREERS POSTER SET (Pt 44)
20 cartoon posters in metal frame holder in color. Titles like: Career Possibilities for Those Interested in Math. Ideal for entry level. Discussions on career clusters.
Good

ECONOMICS IN OUR WORLD (Kt 197)
8 fs and 36 flash cards & teachers guide. Titles include: Economic Systems, Working & Earning, We are all consumers, Specializing & exchanging, Money & Exchange, Labor Unions, International Trade, Government Goods & Services. Excellent economics vocabulary. Exel.

GEOGRAPHY & TRAVEL AGENTS (W-286)
see Self-Awareness

JOB FLASHES (S-78)
Flash cards in a box with directions for students use. Three types of cards match pictures to definitions, tools with jobs, people with titles of jobs.

JOB GEOGRAPHY (W7-764)
see Career Awareness

WW-CITIES (Kt 13)
ilmstrips & records, teacher's resource
nit, student activity booklets - check-
ut time 4 weeks. Economic concepts
tressed. Money should be brought up to
ate in workbook. Exel.

WW-THE AMERICAN WAY OF LIFE (Kt 210)
peciman set - has teachers ed. of pro-
lem book, text book, copy student book
teachers resource book. Units: Shap-
ng the Social System, Emerging Social
ystem, Testing the Social System, So-
ial System: Present & future. Excell-
nt Soc. St. Book Exel.

Y DAY (S-29)
t contains signature card from
nk, sample check, check register,
posit slips & sample monthly
atement. Covers opening an
count, through balancing the
eckbook.

LING WITH SALES (W-198)
release. Intent of unit to
velop in the learner a basic
areness of selected economic
inciples, budgeting and investment
ocedures.

Fiction Collection (B1 301)
book set - 2 of the Young Scientist
eries. Exel.

YPES OF CITIES (Kt 25)
captioned filmstrips - each one co-
ers a city type and why it is unique
uch as: Suburb, Market, Resort, Man-
facturing, Mining, etc. No guide.
Good

ORK KIT (Kt 8)
it containing 400 job briefs in story
orm at 5th grade reading level. Organ-
zed by work with people, ideas, or th-
ngs and by educational level needed.
as filmstrips and Junior Guidance
ooklets. New edition in the fall that
ill have occuscan. Exel.

WOW - GRADE 5 (Kt 51)
4 filmstrips & records: Electrical Workers, Gas & Oil Workers, Raw Steel to Rolling Wheels, Telephone Workers. Good

Grade 6

CAREER INFORMATION MEDIA CENTER (W7-733)

see career awareness

CAREERS GAME (M 14)
Game for up to 6 players - need good vocabulary to understand such terms as: junket, salary, wildcat strike, convention, donate, . . . etc. Good

FAMILY ECONOMIC AWARENESS (W-189)
Three page unit with extensive objectives, 5 activity ideas and media suggestions. Designed for migrant students.

HEATH KIT (Kt 14)
Electronic workshop for hands on experience to stimulate career awareness in both boys & girls. Exel.

HOW TO MAKE AND READ MAP LEGENDS (S-30)
Cards explain terminology and how to do legends on maps. Kit includes crayons, ditto samples, pencil & blank graph paper for student production. Plan to replace used materials.

PLANNING A BUDGET (S-25)
Card play - directions for planning a budget and cards for each category with $ amounts to juggle.

SOCIOECONOMIC GROUPS (W-236)
Purpose of use is to help students understand the principle that specialization creates an interdependent society. 3 40 min. periods.

TRIPLE "I" SERIES (Bk 358)
6 books - liberal arts texts - I AIM, ASK & ACT, I BUILD, BELONG & BELIEVE, etc. 1 copy each Good

WHAT'S MY LINE? (W-293)
See Career Awareness

kill Awareness. Beginning Competence

Grade 4

A CASHIER MAKES CHANGE (S-20)
See app & attitudes

AIR AGE MATERIALS (Kt 201)
See career awareness

CAN YOU WORK AS CAREFULLY AS A PALEONTOLOGIST? (S-22S)
See career awareness

CAREER AWARENESS (W7-709)
See career awareness

CONSTRUCTION OCCUPATIONS (W-218)
See career awareness

HOW TO MAKE PAPER BY HAND (M 103)
10 envelopes-each contains pamphamphlets and screen and directions on how to make paper. Excellent classroom project. Requires preparation by someone to build "equipment" or collect materials. Envelope semi-consumable. Only 1 sent per teacher.. (good)

INTERIOR DECORATING UNIT (W-105)
See app. & attitudes

MAIL CARRIER (S-6)
See career awareness

NEWSPAPER - WANT ADS DEPT. (S-9)
See career awareness

PETTY CASH (S-19-)
See economic awareness

PHONICS & WORD ANALYSIS SKILLS (Bk 671)
Part 1 & 2 demonstration kit only Multi-activity workpages designed to help with word-recognition skills. Emphasis given to syllabication, prefixes suffixes, word meanings, and application of skills. Good for intended use, but not career ed. material. (good)

PRINTING INDUSTRY (W-135)
See career awareness

READING-THINKING SKILLS (Bk 703)
Demonstration set of levels 4^1&4^2 covers multiple meanings, analogies, judgments, reasoning as well as other concepts. Actual series has teachers guide ditto masters. Good for intended use, but would consider our of career education area. (good)

SEAMSTRESS TOOLS (S-79)
See career awareness

SO YOU WANT TO BE A COWBOY (S-83)
See career awareness

SPANISH COMMUNITY HELPERS (Kt 203)
Filmstrips and cassettes on various occupations. Excellent for grades 2-4 if student can read spanish.

STORY OF BREAD (W-285)
The student will become aware that 3R's are important to get a loaf of bread. Unit has student materials prototypes included. Original type

TOOLING AROUND (W-164)
Primary intent is to develop skill awareness, beginning competency and safety behavior with selected tools, equipment, and materials in the world of work. 3 major goals & 19 performance objectives.

TOOLING AROUND (W-201)
No copywrite release. Ten hour unit for 4th graders. Designed to develop skill awareness, beginning competency, safety behavior with selected tools, equipment, and materials in the world of work. Complete instructional unit.

WEATHER (W-126)
See career awareness

WEATHER UNIT (W-120)
See career awareness

GRADE 5

ABC's OF FILING (S-24)
see Career Awareness

ADVERTISING MAN (S-33)
Kit includes materials for students to develop their own product and advertising. Plan to replace used up materials.

ATTRIBUTE (W-192)
Game to help practice decision-making and visual and spatical perceptions. Teacher made prototype. Laminated package.

BE A TRAVEL AGENT AND PLAN TRIPS (S-89)
see Career Awareness

CARD CATALOG (S-26)
see Career Awareness

CERAMICS (S-13)
Materials in mini-packet for the basic steps in ceramins. Contains clay, bowl, sponge, knife, and string with instructions.

CLUSTERS & INTERESTS (W7-761)
Part 1 leads learner to find where information on career clusters is located. Part 2 is student sharing this information with others.

ENVIRONMENT EDUCATION (Bk 691A)
Set of 5 books designed to assist in teaching environmental pollution control grades 4-6. Activities, resource guides & catalog from new project.

HOW TO BE A CARTOONIST (S-35)
Directions & techniques for developing a cartoon. Kit has actual material for production as well as details on how to do and samples of completed product.

INSTALL PISTON RINGS (S-39)
see Career Awareness

JOB FLASHES (S-78)
see Career Awareness

NEWSPAPER (S-12)
Preparing a newspaper for print. Contains directions & a self-test.

EWSPAPER INDUSTRY (W-103)
"During the course of studying arious careers, we decided to lan and produce a class newspaper s a culminating activity." Three ewspapers outlined. Ties in well ith history lessons.

PEOPLE WHO INFLUENCE OTHERS (Kt 218)
4 filmstrips/4 cassettes titles-overview, model, creative director and county agent. All are based on concepts of we all influence others in some way but certain jobs are built on this ability. No written guide. good

PEOPLE WHO MAKE THINGS (KT217)
art of Career Discoveries Series filmstrips and cassettes-verview. Aircraft Assembler, Chef nd model builder are examples, f.s. nterview people on the job relating is work to what he likes to do-hows people using their tools of the rade and in their work environ-ent. good

PHONICS & WORD ANALYSIS SKILLS (BK 672)
2 books (Part 1 & 2) Demonstration set only. Program of worksheets (ditto master) & manuals for teachers, designed to help child. Develop word recognition skills that will enable them to meet the ever-increasing demands of intermediate grade reading in all subject areas. Spec. attention given to dictionary & glossary skills. good

PILOT & CO-PILOT (S-8)
see Career Awareness

READING-THINKING SKILLS (Bk 704)
Demonstration set - actual series of 2 levels has ditto masters & teacher's guide.

SCHOOL STORE UNIT (W-119)
see Career Awareness

TELEPHONE: A COMMUNICATION THAT HELPS US (W-124)
see Career Awareness

TELEVISION UNIT (W-122)
see Career Awareness

TIE-DYE ART (S-52)
see Career Awareness

T-SQUARE KIT (S-4)
Prototype of tools, drawing board, T-square, triangles, ruler, etc. Problems outlined and a test-yourself section.

GRADE 6

BE A FASHION DESIGNER (S-53)
see career awareness

BOLTS! (S-3)
A kit of nuts and bolts. Exploring kinds, uses, sizes, types, drawings and skills related to the use of these materials.

CAN YOU BE AN ELECTRICIAN (S-80)
Kit has wire, light bulbs, screws, push bulton, board, battery and screw driver. Directions for constructing the circuit are included. (return disassembled)

CAREER INFORMATION MEDIA CENTER (W7-733)
see career awareness

CAREERS IN INDUSTRY I: BUILDING CONSTRUCTION (W-253)
see career awareness

FLUSH TOGGLE SWITCH (S-55)
see career awareness

HOW TO MAKE AND READ MAP LEGENDS (S-30)
see economic awareness

MAKING AN EXTENSION CORD (S-50)
see career awareness

MAKING SIMPLE SOLUTIONS (S-73)
see career awareness

MEASURING (S-64)
see career awareness

NAILS - CARPENTRY (S-5)
Shoebox on carpentry/construction occupations. Inside cover is a code of nails found in the kit. Practice nails are provided. Concepts: Men going into carpentry must know the various types of nails to use for the various jobs to be done on the construction site.

ON PRIVACY (BK 673)
Set has casebook, curriculm guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in a Free Society. Materials cover K-12 activities on concept of privacy in our society. good

PHOTOGRAPHY (W-123)
see career awareness

ROCK GARDEN OF ARIZONA (S-7)
Program unit of learning which uses rocks - leading in interest to geologist career. Contains 7 types of rocks and instruction sheet.

THE PHOTOTECHNOLOGIST (W-316)
See Career Awareness

WHAT'S MY LINE? (W-293)
See Career Awareness

Employ - Ability Skills

GRADE 4

FOUNDATIONS FOR OCCUPATIONAL PLANNING (Kt 4)
Set of 5 filmstrips: Who are you, What good is school, What is a job, What do you like to do, What are job families. Exel.

IMPLICATIONS OF WORK (W-289)
The student will become aware of the implications of working with or without supervision, independently & with others; and of finding occupations enjoyable to him because of interest and ability. Uses story writing & role play techniques. Illustrated by original sketches. Original type, 6-60 min. per.

WATER POLLUTION CONTROL AGENT (S-2)

Shoebox prototype, project produced. Box contains materials for practice reading materials and thought problems.

Grade 6

CAREER INFORMATION MEDIA CENTER (W7-733)

see career awareness

HOW TO MAKE AND READ MAP LEGENDS (S-30)

see economic awareness

JERRY WORKS IN A SERVICE STATION (Bk 626)

Book & manual - books paperback. Example of the Pacemaker. Story and exercise after each chapter.

SO YOU WANT TO BE A STAR (S-38)

see career awareness

Educational-Awareness

Grade 4

AGRICULTURE & INDUSTRY (Fs 18)

8 filmstrips that provide information about some of the ways that agriculture and industry produce goods used to satisfy wants and needs, with such titles as: Manufacturing Clothing, Dairy & Beef Cattle, Building Houses, Vegetables & Fruits, etc. (good)

CAREERS & YOU, I (W-250)

See career awareness

OUR GOVERNMENT & HOW IT WORKS (Fs 12 K)

4 filmstrips: What is a President, What is a Congressman, What is a Mayor, What is a Governor. Exel.

OUR NEIGHBORHOOD WORKERS (Kt 44)

9 filmstrips and 5 cassettes with titles such as: The Fruit & Vegetable Store, the Banker, the Watchmaker and Jeweler, the Butcher, The tailor, the Dairyman etc. More background than career education (good)

PARK RANGER (M 31)

See economic awareness

GRADE 5

ABC'S OF FILING (S-24)

see Career Awareness

ADVERTISING MAN (S-33)

see Skill Awareness

BE A TRAVEL AGENT & PLAN TRIPS (S-89)

see Career Awareness

FOUNDATIONS FOR OCCUPATIONAL PLANNING (Kt 4)

Set of 5 filmstrips: Who are You, What Good is School, What is a Job, What Do You Like to Do, What Are Job Families. Exel.

HOW TO BE A CARTOONIST (S-35)

see Skill Awareness

PEOPLE WHO MAKE THINGS (Kt 217)

Part of Career Discoveries Series 4 filmstrips and cassettes- overview. Aircraft Assembler, Chef and model builder are examples, f.s. interview people on the job relating his work to what he likes to do - shows people using their tools of the trade and in their work environment. Good

SCIENCE: DOORWAY TO DISCOVERY (C 106 F)

6 cassettes: What is Anthropology, Biology, Geology, Chemistry, Physics. Exel.

Grade 6

CAN YOU BE AN ELECTRICIAN (S-80)

See Skill Awareness, Beginning Competance

AREER INFORMATION MEDIA CENTER (W7-733)

see career awareness

REERS GAME (M 14)

ne for up to 6 players - need good
cabulary to understand such terms as:
nket, salary, wildcat strike, convention,
nate. Good

AREERS POSTER SET (Pt 44)

cartoon posters in metal frame holder
color. Titles like, Career Possibili-
es for Those Interested in Math.
Good

EALTH KIT (Kt 14)

lectronic workshop for hands-on
perience to stimulate career aware-
ss in both boys & girls. Exel.

NEW YORK LIFE INSURANCE BOOKLETS (M 10)

Set of 90 leaflets, each on a career. Free from New York Life Insurance Company. Good

ON PRIVACY (Bk 673)

Set has casebook, curriculm, guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in A Free Society. Materials cover K-12 activities on concept of privacy in our society. Good

PHOTOGRAPHY (W-123)

see career awareness

WORKERS FOR THE PUBLIC WELFARE (Fs 9 K)

Filmstrips: Police & Police Protection, Fire & Fire fighters, Post Office & Postal Workers, Education & the Teacher, Transportation & the Transportation Workers, Sanitation and the Sanitation Workers. Social Service and the Social Worker, Library And the Librarian. No guide. Good

WORKERS - MEDIEVAL & TODAY (W-146)

Goal: To recognize that many occupations relate to one another and each occupation there is have avenues for growth and development, realizing that career clusters had their beginning even in medieval times.

INTERMEDIATE MATERIALS

AVAILABLE FOR GENERAL CHECK-OUT

ALIVE Bk 610

Paperback booklet with text and program answers for self-analysis. Bruce Publishing Company

ATTITUDES & TASK COMPLETION W 271

Paperback about doing things at work that could be beneficial to others and your attitudes. CCEM

BIG BAD, BUG BONANAZ S 96

Shoe box - Hands-on! Pest control operator 2 activities - Career information identify common Arizona pests. Good for 8 grade Science supplement on insects. WACOP

BUILD Bk 599

Paperback book (5 copies available) with text and student self-quiz as well as suggested discussion question Bruce Publishing Company, New York

CAREER & SKILLS AWARENESS W7 730

Packet with pictures about workers and different jobs. WACOP

CAREER AWARENESS W7 707

Two page article for grades 1-8. Individual activities spinning off from sessions. WACOP

CAREER AWARENESS OF HEALTH OCCUPATIONS IN A HOSPITAL W7 4164

Goal: To acquaint the students with the preparation needed and the job entry requirements for a variety of health related occupations utilized in a community hospital. Uses media and guest speakers. WACOP

CAREERS CALLING W 327

6th grade teacher's guide. Extensive comprehensive activities guide/career awareness, interests abilities. Emphasizes self-awareness appropriate are subject areas. AZ State Dept.

CARPET LAYER S 100

Shoebox with 2 measurement activities 1 miniture "tools/trade" identification exercise. Math supplement. WACOP

COMMUNITY SLIDES W 334

Description of a project designed to help children develop realization of successful people in their community. Teacher took slides and interview of local figures. ditto copy WACOP

CONSTRUCTION-FENCE BUILDING S 98

A clever activity-oriented shoebox which explores four different types of fences. May need supervision. Does not include information about fence building as a career. WACOP

DRAFTING S 102

Shoe box kit covering "tools of the trade (compuss, templates, ruler, graph paper, highway drafting plans) and career information. No specific activities or directions are included. WACOP

DRESS DESIGNER S 79

Kit containing Lulu paper doll cutouts and many examples of different fabrics. Specific job information is found in the cover of the box. WACOP

DOING YOUR THING W 329

Teacher reference math, art and language arts. School/community workers exploration. extensive goals, objectives, activities. Evaluation techniques. Good construction unit included.

DUSO KIT D-2 Kt 233

A complete kit including a year's worth of activities: Including puppets, plays special activity cards, song and story cassettes discussion guide cards and discussion pictures-all designed to help children better understand social and emotional behavior (included career awareness). American Guidance Service Inc.

OWW-REGIONS OF THE WORLD KT 244

Speciman set - hardbound text, teachers problem book, Satellite kit description and teachers resource guide. Units: Political Regions of the World, Cultural Regions of the World, and Economic Regions of the World. S.R.A.

POLICEMAN UNIT W 128

For grades 4-6 to give them an idea of the personnel materials, tools, opportunities, requirments and working conditions of this career. WACOP

PROFESSIONAL HEALTH SPECIALISTS M 86

Transparencies for overhead project teaching-learning guide and teacher-student resources, school health education study. Part of K-12 series. 3M

SEARCH BK 604

Paperback. 4 student activity books and teachers guide. Part of self guidance series - Text and student self quiz. Discussion questions Bruce Pub. Co.

SI AMIGOS FS 64

Set of fs--silent with captions on community workers and cooperative attitudes. In Spanish. Educational Project Corporation.

SKILL SCHEMES W 332

6th grade instuction guide. Comprehensive activities are: Consumer and Econ. awareness good for math and L. A. computation and form completion tasks included. AZ State Dept.

SOCIAL & VOCATIONAL BEHAVIOR M 95

Transparencies (classtoons) for use with disadvantaged groups. Situation vignettes for class discussion. Co-Ed/Forecast

WAITER/WAITRESS W 344

Learner, instructor, excercise, worksheet, and tests packets are included. Before starting the course, the student must pass State or County Health Exams. 13 lessons, pre and post test, and demonstrations as well as paper & pencil lessons are included. Lessons such as: Health problems, Sanitation, Safety, Utensils, etiquette, courtesy, and problem situations. Mesa

WHAT A COWBOY SHOULD KNOW S 104

A shoebox kit showing types of water sources on a cattle ranch, using toothpick pe replicas and dried mud. WACOP

YOU WANT TO BE A CARPENTER S 99

Shoebox kit with samples of various types of wood and nails. Includes cards with activities, carpentry information, pcitures of tools and measuring exercises. WACOP

DEMONSTRATION COPY ONLY
(available on limited checkout)

ADVENTURES IN THE WORLD OF WORK KT 271

6 filmstrips and cassettes plus masters for student handouts as well as guide. A career awareness series to develop awareness of a wide variety of jobs, to stimulate interest in one or more careers and to give richer backgrounds of career information. FS run about 12 minutes each. Titles: Who Put the Light in the Bulb?, Who Put the Print on the Page?, Who Put the Blue in the Jeans?. Who Puts the Ice in the Cream?, Who Puts the Room in the House?, and Who Puts the Grooves In the Record? EXCELLENT guide

AVAILABLE FOR GENERAL CHECK-OUT

FOCUS BK 603
Four student activity books and teachers' guide - Part of group guidance series, Text and student self quiz. Discussion questions-paperback. Bruce Pub. Company

FOCUS III: INVOLVEMENT KT 181
SRA's 3rd in the series on self awareness. The kit of filmstrips, records, B & W large study prints and teacher guide concerns itself with the general theme of involvement in the world around us.

FOOD NUTRITIONIST S 98
Shoebox hands on activity. A mix/match game about four main food groups. Two activities reinforce the food groups concept. WACOP

THE FUTURE ME W 326
Career awareness, skill awareness, abilities, interests, culminates in student selection of occupations for further exploration. 5th grade. RCU

GIVING AND FOLLOWING DIRECTIONS W 345
The primary intent of this unit is to develop beginning competency in giving and following directions. Unit emphasizes that learners need practice in both giving and following directions.

HELLO WORLD TRANSPORTATION BK 718
A sample booklet and program guide from a nine book media program for career education (2 copies of the first of the series). Booklet provides information on careers in transportation, also with pictures. Field Educational Pub. Inc.

I'D LIKE TO BE A SECRETARY S 105
Shoe box kit with cardboard sheet showing typewriter keys so student can "practice" and information on typist. WACOP

INTERIOR DESIGNER S 1
Prototype of materials easily duplicated by teacher or student or possible job responsibilities of the interior designer. Includes sample problem and materials. WACOP

JOBS & YOU M 111
Series of weekly articles from 72-73 subscription to the newspaper, You & Your World, cut and put into folders. 20 copies of each title. You & Your World Newspaper.

LEATHER SHOP S 106
Directions, mock-up leather shop. Sample leather chips, and leather tools. Directions include overview of work, samples of materials to do leather crafting. WACOP

LIFE ON PARADISE ISLAND BK 521
Book on the economy and how the people use the resources for goods and services. Lothrop, Lee & Shepard Co.

LOOK TO LEARNING W 333
6th grade unit exploring "Learning" 4 major goals are: Defining learning and knowing, exploring learning experiences in & out of school, learning dependent on learners abilities & interests, expanding learning and budgeting of time. AZ ST. DEPT.

MASS COMMUNICATIONS SERIES FS 57
4 films on ways of communications, Radio, Newspapers, motion pictures, and Television. McGraw-Hill Book Co.

NOW AND THEN - SIXTH GRADE W 347
The purpose of this unit is to illustrate how the demands and functions of society have produced significant changes in the life styles of people in 2 different historical time periods, (1920's and 1970's) 5 life-style components for Spanish, Southern-Indian, English (N. England) are examined.

DEMONSTRATION COPY ONLY
(available on limited checkout)

AMERICAN URBAN CRISIS KT 254

6 f.s. and cassettes and script/guide. Titles: Water pollution, Air Problems Housing Crisis, Solid Waste-A New Pollutant, Transportation Crisis. Objectives are to provide a comprehensive review of the nature and origins of 5 major environmental problems. Stimulates thought toward solving some of these problems. SVE

CAN YOU FIX IT C 136

25 min. sound lesson with student worksheet and post test centered around plumbing, TV repair and mechanics as occupations. Materials needed would be cassette recorder and pencil in addition to set (and materials should be reproduced). Media Materials, Inc.

CAREERS IN BUSINESS C 133

After completion of this lesson the student should be able to: Identify various careers field that involve business; 2)State brief job descriptions for 9 jobs named. 25 min. lesson with cassette, student response sheet, post test is provided and follow up activities are in the guide. Media Materials, Inc.

CAREERS IN SCIENCE C 135

After completion of this 25 min. lesson the student will be able to identify and name a variety of branches of science; describe the main components of the scientific method and indicate some fields of the future in science. Cassette, worksheets, post test in set. Media Materials Inc.

CAREERS SERVING PEOPLE C 131

30 min. lesson. Guide gives performance objectives dealing with medical profession. Cassette gives lesson and set has response sheets and post tests designed for student use. Guide lists additional activities. Media Materials, Inc.

FIELD TRIPS OUT OF THE ORDINARY KT 246

Field trips to 6 locations on f.s. and cassette. Teacher's guide on f.s. and end of audio. Tours of nuclear plant, oceanographic institute, lumber mill, steel mill, coal mine and oil will as site itself. Summary included at the end also has suggested reading materials. Eyegate

THE HOLE THAT GREW KT 243

2 B/W Mounted photos, guide color f.s. and record. Guide has script, prequestions, glossary of terms and general background and units and suggested activities. K-3 and 4-6. Story of N.Y. City's Subway Line being built Units on transportation, jobs, community, and language and Music. Multi Media Plus.

HOW IT IS DELIVERED C 134

20 min. lesson using a cassette with student response sheet (supplied) and includes post test and teachers' guide. Deals with Trucks and drivers and at completion student should be able to recognize different kinds of trucks, describe a drivers day and state some statistical data. Media Materials.

INVOLVING MATHEMATICS C 139

After completion of this lessons, students should be able to identify 3 fields that involve math and state brief job descriptions of 1[illegible] jobs. Set has cassette, worksheet, post test and guide. Media Materials Inc.

LAW ENFORCEMENT C 137

After completion this 25 min. cassette and worksheet lesson students will be able to state in writing the job description of a police officer, qualities needed - law enforcement training programs. Media Materials.

Upper 7-8

Career-Awareness

GRADE 7

AVIATION - PEOPLE AND NATIONS

(W-175)

Instructional unit designed to last a semester - divided into lessons by classroom minutes. Includes materials, aids, and topics

CAREER EDUCATION PROGRAM

(Kt 216)

Computer device with self-correcting light feature-individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book material includes Bibliography, teacher & student guides for K-6, 7-8(middle) & 9-12(secondary) as well as a 10-12 grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy. Exel.

CAREER EXPLORATION: EDUCATION CLUSTER

(W-260)

This is one of 12 (ccem) cluster study units. Capitalizes on motivations of 7th graders by involving them in a simulated experience in education which encourages the learner to think about education as a process going beyond the usual school and classroom setting. 14hr. print copy

A CASHIER WORKS RAPIDLY AND ACCURATELY

(S-60)

A cash register project - goes out with H-1 cash register - notebook has student directions and marker & eraser for student answer. Has test, answers & practice exercises.

EXPLORING CAREERS GROUP I

(Kt 224)

6 fs & guides, 3 cassettes. Titles newspaper reporter, broadcast technician, telephone installer, automotive mechanic, airline cabin attendant, long haul truck driver. Tries to show realistic detail about the occupations. 2 clusters - communication and transporation. Exel.

FLY A PIECE OF PAPER (S-74)

Kit has basic instructions as well as extra planes to make. Paper, pencils, scissors, clips, ruler, instructions are included. (Consumed materials must be replaced)

HEALTH & HEALTH INTERESTS

(W7-758)

A 7th and 8th grade instructional unit on career awareness and orientation in health occupations. 4 periods of 30 min. ditto copy

HEAVY CONSTRUCTION WORKER

(W-213)

Part of construction cluster study. Uses slide tapes, short story, film, three experiments, review in unit.

HOME EC CAREER CLUSTERS

(W-7-756)

A 7th grade instructional unit on career awareness within the homemaking cluster. Has handout prototypes and transparencies. NOT originals. 3-80 min. periods. Xerox copy with transparency.

HOW A FLORISTS MAKES A CORSAGE

(S-86)

Artificial flowers, tools, directions for producation of corsage. Kit should be retruned as sent-

HOW A RIDER GROOMS A HORSE (S-90)

Kit has actual tools - brush, comb, foot hook, nail comb, directions for use of materials, collection of mounted horse pictures.

LAPIDARY (S-88)

Skill:How a lapidarist cuts & polishes stones, non-consumable kits shows steps from rough stone to finished product. Includes score cards for students self-evaluation.

LIFE SCIENCE (W-160-1)

Intended to expand the student's knowledge of careers in the life sciences.....finally, he will explore the training and preparation needed for life science careers.

OCCUPATIONS IN THE PUBLISHING INDUSTRY (W-157)

The purpose of this activity unit is to develop career awareness in the publishing fields through role play. Roles: managing editor, production manager, layout artist, and reporters. Original type.

PEOPLE WHO CREATE ART (Kt 198)

Set of 4 f.s. and cassettes - Titles: People Who Create Art, Puppeteer, Musician, Designer.
Good

POSTERS - ASSORTED (Pt 61)

Free posters from commercial sources-mounted for durability. 6 in set (1/19/73) - Government, Health, Art, Medical, Music English.

SALESMAN-DEPT. STORE (S-51)

Kit has cards outlining job responsibilities, how to use forms & exercises involved, manuals for training and simulation set ups for individual or small group use.

SERVICE STATION OPERATOR (W-195)

Designed for students in small rural areas where the main source of employment is the U. S. Forest Service. Objective is to incorporate in the classroom performance and the hands-on expereinces in the various places of business. 2 weeks and hands-on.

SOCIAL STUDIES (W-323)

Units on geographer, travel agent, job interview, foreign service jobs, social service jobs, anthropologist and archaeologist, editorial cartoonist, city planner, U.S. Post office with maps, and scripts, etc. included.

START IN THE RIGHT DIRECTION (BK 491)

A set of 28 programmed (non-consumable) learning books on the topic.
Good

STORE CASHIER (S-48)

Has change fund, instruction and procedure cards & sub-cards. Very comprehensive.

GRADE 8

AIRCRAFT MECHANIC (W-239)

Part of Transportation unit study-has pre-post test, 5 lessons (lesson 1 needs AV materials), includes also a word search puzzle and glossary.

AIRLINE PILOT, UNIT 1 & 2 (W-208)

Part of Transportation cluster study. Involves some AV materials. Outlines Bulletin board displays, student activities, and in-cludes information sheets.

AMERICAN INDUSTRY (W-136)

It is the purpose of this unit to introduce to the students the idea of an industry, how one is set up, how it operates, and the types of workers that are involved.

ARCHIELOGISTS & HISTORIANS OF HOHOKAM INDIANS (W-154)

To develop & evaluate the correlation between the career cluster Fine Arts & Humanities Occupations and the learner's interests, values & abilities. Based on availability of local "digs."

THE ARCHITECT (W-190)

Part of construction study - looks at architects and drafting occupations. Also has ideas for field trips and guest speakers.

CAREER EXPLORATION IN THE EARTH SCIENCES (W-255)

Vehicle for exploring careers related to the earth sciences. Student performs tasks and solves problems as earth scientists do in their jobs. Upon completion student has a basis for comparing his own interst, achievements and abilities with the nature of the work and workers in earth science careers.

CAREER EXPLORATION THROUGH MATHEMATICS (W-252)

This unit directs the student, from his past experiences through the present, toward preparing for a career of his choice, also develops personal awareness, sets guidelines for High School curriculum planning and emphasizes both academic and nonacademic learning. Students need mastery of +/-/x/÷ math 12 hrs.

THE CARPENTER AT WORK (W-[illegible]07)

Part of construction unit. Five lessons, four experiments outlined for teacher use. Samples of pre & post test, vocabulary, and operation sheets.

CASHIER PROBLEM (S-75)

Objective: Given a chart, the student will determine change to be given a customer, obeying all principles of change making. Individual student program on a card. Directions and answers given.

CASTING, TYPE-SETTING, AND DESIGNING (S-54)

Materials & directions for casting letters & designs to do hand printing. Instructions are detailed. (plan to replace consumed materials)

COMMERCIAL ART:PACKAGE DESIGN (S-57)

Directions, samples, templates & materials for producing a "Box" for a product. Materials also for decorating the product as a salable product. (plan to replace consumed materials)

ELECTRIC MOTORS & CAREERS (W7-760)

A 9th grade instructional unit on beginning skills awareness in electricity and career awareness of various occupations requiring a knowledge of electricity. Has sample illlustrtions for student understanding. Thermofax copy.

GRAPHIC ARTS-SILK SCREENING OCCUPATION (W7-703)

A career orientation instructional unit in silk screening including buyer laborer and salesman of products produced in class. 2-50 minute periods. Handwritten

HANDWASHING (W-113)

Good handwashing is one of the most important procedures that is used in all health occupations. Student's handbook prototype for unit. Mimeo copy.

HEALTH CAREER STEROTYPES (W-297)

Goal: To explode sterotypes & prejudices in health career areas. Use role-play techniques. 50 min., Xerox copy-original at RCU.

IOTA ACTIVITIES REPORT (W7-716)

Suggested activities for implementing career education into the 8th grade through a civics class on free enterprise systems & jobs & education. Report of Iota scale 13. Peer relationships and scale 11, 14, & 27.

IOTA INTEREST CENTERS (W7-708)

Activities for grade 8 in developing career awareness through individual occupational reports. Interest centers for Iota scales 18 & 19 and career education. Typed originals.

KNOW YOURSELF (Bk 659)

Know yourself, Your Future and you, Your Interests, For these gifts, If you Had your Choice, What you are, A Sound Mind in a Sound Body, The Acid Test, The World of Work, How to Study an occupation, Always Room at the Top, What Next?

MATH & IOTA (W7-711)

Activities and teacher notes on integrating career education into the 7th & 8th grades using Iota scales 7, 2 & 19. No examples included. Handwritten.

MERCHANT MARINE (W-209)

No copywrite release. Part of unit on jobs in transportation includes pre test, five lessons (including map charting, longitude & latitude, rules of the sea. Post-test and program evaluation.

MINI-CORPORATION (W7-699)

Career awareness unit for grades 7-9 built around an organized corporation concept.

THE PLUMBER AT WORK (W-191)

No copywrite release. Complete unite-5 lessons long with pre& post-test, visuals, experiments and vocabulary.

POPEYE & CAREERS (Ph 520 1-6)

a speciman set of all 15 comic books on Popeye & the career cluster. (ie Popeye & Transportation careers). 6 speciman sets available. Colors grouped to idea of cluster content. Exel.

SPARK PLUG (S-63)

Kit has student program on 5x8 cards, 8 spark plugs, adjustment tools. inventory card, manual & teacher notes.

STEEL WORKER AT WORK (W-194)

Part of construction unit-5 lessons/5 experiements. Pre & Post test, short story, assignment sheets and recommended films all detailed.

THE STEWARDESS (W-193)

Part of Transp. Unit of study Designed as student workbook with teacher accumulated resources. Has individual and class activities involved. Five lessons.

STONE MASONS & BRICKLAYERS (W-212)

Construction Cluster study-packet has student activity, assignment sheets, experiment and operation info., a pre & post tests, and student evaluation sheets.

THEATRICAL MAKE-UP (S-91)

Kit has props (wig, etc.) for theatrical make-up as well as directions for 7 different faces(monster to old person.) An inventory list is included. (CONSUMED MATERIALS SHOULD BE REPLACED)

THE TRUCK DRIVER (W-196)

Part of Transp. study. Begins with student device (spin chart type), Bulletin boards, 5 lessons, activity and assigned sheets.

.S. CAREER OPPORTUNITIES
(W-279)
oal exploration of careers in
elation to personal interest.
nit provides practical
nformation and advice on
areer opportunity in the U.S.
nd how to prepare for them.
tudy a variety of workers, tasks
nd training and extends this
o the individual.

Self-Awareness

GRADE 7

AREER EXPLORATION: EDUCATION LUSTER (W-260)
See career awareness

LUSTERS (W-147)
tudy of clusters and self
wareness analysis - uses
mall groups and individuals.
mplementation needs USOE
lusters and jobs list
WACOP). Original type. 45 min.

THIC ABILITY (M 5 Q 4)
et of 8 transparencies (cartoon
tyle) and guide. Excellent
ntermediate material to convey
icipline attitudes and self
areness. Introduction to school
ear to create a harmonious attitude
work and achieve. Good

VALUATION OF SPECIAL ABILITIES
(W-188)
ndwritten for a health class-
eeds Scott, Foresman's Health
r All book.

GETTING TO KNOW ME (Kt 33)
Filmstrip & cassettes: How to Adjust; Adolescent, Know Thyself; Physical Development, Emotional Development; Social Development.
Good

GROWING EMOTIONALLY (Bk 634)
New addition to SRA Jr. Guidance Series - 1 copy covers Growth, ability to deal with reality, ability to adopt to change, ability to handle tension capacity to give, and other. Very readable format with important terms italicized.
Bibliog. for "More Information".
Exel.

HOW A FLORISTS MAKES A CORAGE
(S-86)
See career awareness

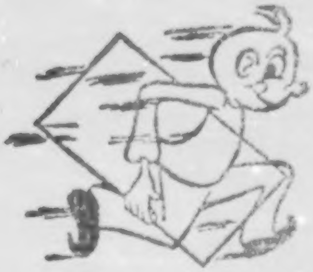
HOW TO CHOOSE YOUR WORK (Bk 612)
5 copies. Non consumable student workbook. Based on self-analysis, "in order to be successful in your work, the first thing you must do is to choose a vocation in which you can be successful. This book is to help you make this choice." Parts: What do You Want To Do? Covers goals, money, security, fame, comfort, self ratings, what do tests tell you Part 2: What can you do, aptitudes, skills, experience, education personal qualities, Part 3: Kinds of Work Available to you. - job clssifications, future outlook, special problem groups (includes women) . . .
Good

HOW TO GET ALONG WITH OTHERS
(Pt 25)
Poster set - 8½ x 14 cartoon style captions. Good

MAKING FRIENDS AT WORK (M 18)
15 transparencies with titles such as: Getting Acquainted, Helping & Asking for Help, Kindness & Honesty, Sharing etc.
Good

WHAT ARE MY VALUES? (W-296)
Work copy of teacher-counselor supplement & 2 student booklets (non-consumable) 90 min. Learner will be able to define values & assess his own values using a behavioral value inventory.

Grade 8



ALL ABOUT ME (W-305)
Teacher/counselor supplement and 1 learner booklet per set. Unit focuses on individual assessments in relation to future school and vocational plans. 5 hrs, 40 min. Looks at learner's abilities and interests, explores values and looks at physical traits and personal and social behaviors.

HEALTH CAREER STEROTYPES (W-297)
Goal: To explode sterotypes & prejudices in health career areas. Use role-play techniques. 50 min. Xerox copy-original at RCU.

HUMAN RELATIONS-LEARNING ABOUT YOU & OTHERS (W-268)
Before a student can explore the cluster he must first know himself. Unit provides better understanding of his role in relation to his culture and where he may eventually fit into the world of work.
20 ea. 55min. lesson, print copy.

LEARNING TO GET ALONG WITH OTHERS (1-2) (W-242)
Teacher-counselor supplement (no separate student booklets) does have loose copies of 3 pages. Unit deals with improving relationships with others. Unit concludes with learner developing an individualized plan for improving relationships with others 3 hours in group/2-4 hours individual.

Appreciations And Attitudes

grade 7

ACCENTUATE THE POSITIVE (Bk 424)
Book with suggestions for use of Attitute Builder posters, (also available) Good

ATTITUDES & WORK (W7-759)
See career awareness

AVIATION-PEOPLE AND NATIONS (W-175)
See career awareness

CAREER EDUCATION PROGRAM (Kt 216)
See Career Awareness

CAREER PLANNING MATERIALS (M 41)
Collection of publications from various sources on career planning. Useful as prototype for teacher or school collection. More for parent survey than for students-has class- room adaptation to special projects area for high school students in work experience.
Good

COMPUTER OPERATOR-PACKET & BIBLIOGRAPHY (W-311)
See Career Awareness

GETTING TO KNOW ME (Kt 33)
See Self Awareness

HOW A RIDER GROOMS A HORSE (S-90)
See career awareness

HOW TO GET ALONG WITH OTHERS (Pt 25)
See Self Awareness

INDUSTRIAL ARTS-TOOLS (W-153)
Description of exposure to tools of the trade in LA classes. Ditto copy. 45 min.

LAPIDARY (S-88)
See career awareness

LOVE IS . . . (W-304)
Teacher/counselor supplement. Unit deals with the broad concept of love & the learner being able to give & accept love from others. The end result is a student plan for improving our expression of love -- 6 hours

MAKING FRIENDS AT WORK (M18)
See Self Awareness

MANAGING PERSONAL FINACES (W-238)
For low reading ability. Goal is to develop the concept of management of financial resources (earning, spending, borrowing, saving). 3 weeks span.

MEASUREMENT AREA (S-71)
Kit has directions, paper for recording results & a tape measure. Requires math perceptions.

MYSTERY CIRCUITS (S-72)
Contains ditto handouts, circuits boards, 1½ volt battery, pencil, insulated wire, socket, light bulb, answer sheet for teacher. Object is to determine the pattern of the hidden circuit. Good directions.

OCCUPATIONS IN THE PUBLISHING INDUSTRY (W-157)
The purpose of this activity unit is to develop career awareness in the publishing fields through role play. Roles: Managing editor, production manager, layout artist, and reporters. Original type.

OPEN DOOR BOOKS (Bk 18)
Set of 36 paperbacks, autobiographies of minority people who were successful in a chosen field.
Exel.

PEOPLE WHO CREATE ART (Kt 198)
See Career Awareness

PERSONALITY AT WORK (W-187)
No copywrite release. Student workbook-intended for personal private study. Programmed. Non Consumable.

YOUR OCCUPATION - STUDENT (Fs 48)

Filmstrip & script (black & white) As title suggests. Both themes applicable. Education awareness and attitudes promotes importance of student as an occupation.
Good

Grade 8

ALL ABOUT ME (W-305)

Teacher/counselor supplement and 1 learner booklet per set. Unit focuses on individual assessments in relation to future school and vocational plans. 5 hr, 40 min. Looks at learner's abilities and interests, explores values and looks at physical traits and personal and social behaviors.

ARCHIELOGISTS & HISTORIANS OF HOHOKAM INDIANS (W-154)

See career awareness

ETHIC ABILITY (M 5 Q 4)

Set of 8 transparencies (cartoon style) with guide. Good

GETTING ALONG IN SCHOOL 1 (Fs 53)

6 filmstrips: What Tests Tell, Your school Record is Important, Basic Subjects - Preparation for Work, How Did You Do In Your Exams, Making the Most of Your School Days, Getting the Most Out of High School. Exel.

GOOD MANNERS AT WORK (M 20)

15 transparencies with titles such as: Consideration for others, telephone Manners, Being Polite and Trustworthy, Distractions, etc.
Exel.

HEALTH OCCUPATIONS IN A HOSPITAL (W-317)

Goal: To acquaint students with the preparation needed & the job entry requirements for the variety of health related occupations utilized in a community hospital. 5 day unit, original at RCU.

HOW TO GET A JOB (Bk 142)

Teacher transparency workbook. Patterns for ditto masters included. Good

HOW TO GET A JOB (Bk 613)

Set of 5 non-consumable student books. Sections: Finding a Job Opening, The Application, The Interview, The Follow-Up, How to Pass a Test, Writing a Resume. Sections contain information, practice exercises, and discussion. Written by an employment counselor Duplicate of Elna Stone Speciman set. Good

I NEED TO GET IN TOUCH WITH MY FEELINGS (W-243) (2)

No copywrite release Loose pages of worksheets & teacher-counselor supplement. Unit deals primarily with feelings & how they affect behavior. It touches on how outside influences affect behavior. Ends when learner traces how conflict elicits certain behaviors in ones self & in others. 4½ hours.

JOB EXPERIENCE KIT (Kt 7)

Kit of 20 simulation packets on different careers. Contains booklets and consumable answer pad. 8th grade reading level.

Good

LEARNING TO GET ALONG WITH OTHERS (1-2) (W-242)

Teacher-counselor supplement (no separate student booklets) does have loose copies of 3 pgs. Unit deals with improving relationships with others. Unit concludes with learner developing an individualized plan for improving relationships with others 3 hours in group/2-4 hrs. individual

OCCUPATIONAL GUIDANCE SERIES (Bk 144)

Set of 8 volumes, each containing 20 different job descriptions (160 in all): Traffic Engineer, Fashion Designer, Pharmacist, Recreational Services Director, Typist, Livestock Commission agent, Car Dealer Office Manager, Florist, etc. reference guide.

Good

SOMEONE IN A TIME OF NEED (W-302)

Teacher/counselor supplement, no student booklet. Unit deals primarily with attitudes & appreciations. Starts with developing a cognizance of dependency each of us has on others then progresses to rights and responsibilities inherent in an interpersonal relationship. 4 1/2 hours

TAKE A LONG LOOK AT YOURSELF (W-303)

Teacher/counselor supplement. Unit deals primarily with attitudes & appreciations covers interdependency of self with others and interpersonal relationships rights & responsibilities. 2 1/4 hours.

WORLD OF MANUFACTURING (Bk 171

Sample set of text, lab manual and teacher's guide. Exel.

Decision-Making

Grade 7

CAREER EDUCATION PROGRAM (Kt 216)

See Career Awareness

COMPUTER OPERATOR-PACKET & BIBLIOGRAPHY (W-311)

Packet prepared from the standpoint of an elementary school librarian who wished to aid a Jr. High pupil looking into the computer operator field. Has Career ladder & bibliography. Original at RCU. (ditto)

HOW-TO CHOOSE YOUR WORK (Bk 612)

5 copies. non-consumable student workbook. Based on self-analysis; "in order to be successful in your work, the first thing you.must do is to choose a vocation in which you can be successful. This book is to help you make this choose." Parts: What Do You Want to Do?-covers goals, money, security, fame, comfort, self-ratings, what do test tell you. Part 2: What Can You Do?- aptitudes, skills experience, education, personal qualities. Part3: Kinds of Work Avaiable To You. - job classifications, future outlook, special problems groups (includes women)....
good

START IN THE RIGHT DIRECTION (Bk 491)

See Career Awareness

GRADE 8

ALL ABOUT ME (W-305)

Teacher/counselor supplement and 1 learner booklet per set. Unit focuses on individual assessments in relation to future school and vocational plans. 5 hr. 40 min. Looks at learner's abilities and interests, explores values and looks at physical traits and personal and social behaviors.

BEAN BAG ACTIVITIES (W-156)

Activity utilizes geometry and basic sewing skills centered around the production of bean bag chairs.

CAREER DECISION-MAKING PROCESS (W-142)

When unit is completed student will be able to apply the decision-making process in the study of careers. Uses DOT. Original type 5-40 min. Prd.

DECISIONS! DECISIONS? (W-235)

Unit uses poetry (Book Moments of Decision by Olson) to assist students in the development of decision making skills, correlated with WACOP media.6-9 weeks of 45-50 min. periods 4-5 days a week.

HUMAN RELATIONS-LEARNING ABOUT YOU AND OTHERS (W-268)

See self awareness

KEYS (Kt 128)

A follow-up and integral part of the Kuder program. F.S. & Cassettes explaining the Kuder inventory and then leading into a study of the interesting areas. Color, beautiful sound. Follow up with Kuder interest inventory. Exel.

Economic - Awareness

GRADE 7

BLUEPRINT (M 11)

Actual blueprint of a house - useful in math & communications tie-ins. Good

HISTORICAL PERSPECTIVE (Kt 230)

2 examples - Architects and Colonies, also has casettes of Union 66 one min. historical stories. Good

FINANCE IN BANKING (W7-727)

A 7th grade instructional unit on economic awareness--primarily on banking knowledge. Has golssary and test items as well as transparencics included. 3-60 minute periods, ditto copy.

MONEY MANAGEMENT MATERIALS
(M 45)
Project collected materials (primarily free) on the use of money. Good collection of free materials which could be ordered. Exel.

OPEN DOOR BOOKS (Bk 18)
See Appreciations and Attitudes

WOW - GRADE 4 (Kt 50)
3 filmstrips and records: It's In your Hands, What Else Do Fathers Do Food..... Clothing ....Shelter. Content upper level - but presentation on lower level. Poor

Grade 8

ARITHMETIC IN OCCUPATIONS (Pt 23)
Set of 18 posters - 8½ x 14- black & white. As title suggests. Pictures & discussion. For enrichment of better math students. Good

CAREER EXPLORATION THROUGH MATHEMATICS (W-252)
See career awareness

HEALTH OCCUPATIONS IN A HOSPITAL
(W-317)
See Career Awareness

THE JOB AHEAD - LEVEL 2
(Bk 347)
Same description as level 1 with higher reading level. Good

THE JOB AHEAD - LEVEL 3
(Bk 348)
Same description as levels 1 & 2 with highest reading level. Exel.

MONEY MANAGEMENT MATERIALS (M 45)
Project collected materials (primarily free) on the use of money. Budgeting, purchasing, currency, checks, facts about U.S. money, banking, etc. Good

RECONCILE BANK STATEMENT (S-18)
No copywrite release. Materials and directions on how to reconcile a monthly bank statement. Very colorful box-easily duplicated by.

Skill Awareness, Beginning Competence

GRADE 7

THE ARCHITECT (W-190)
Part of construction study- looks at architects and drafting occupations. Also has ideas for field trips and guest speakers.

ART & MUSIC (W-321)
Looks at occupations which rely heavily on the subject matter area- has purpose, objective & activities for 24 study areas ranging from display artist & architecture to church organist to popular music singer.

BARREL RACING -CAREER OR HOBBY (S-87)
Kit has truck, barrels, horses & directions plus written description fo the task and its requirements. Inventory for reference.

CAREER EDUCATION PROGRAM (Kt 216)
See Career Awareness

CAREER EXPLORATION: EDUCATION CLUSTER (W-260)
See career awareness

A CASHIER WORKS RAPIDLY AND ACCURATELY (S-60)
See career awareness

EXPLORING CAREERS GROUP I (Kt 224)
See Career Awareness

FLY A PIECE OF PAPER (S-74)
See career awareness

HEAVY CONSTRUCTION WORKER (W-213)
See career awareness

HOW A FLORISTS MAKES A CORSAGE (S-86)
See career awareness

HOW A RIDER GROOMS A HORSE (S-90)
see Career Awareness

INDUSTRIAL ARTS & HOME EC (W-320)
Purpose of guide is to provide teachers with materials to implement career orientation into curriculum. Activities show uses of subject matter in world of work. Problems & puzzles included are reproduciable.

JEWELRY MAKING (W-298)
To acquaint the students with the jobs, materials & equipment included in jewelry careers. Involves field trip & follow up. Xerox copy-original at RCU.

LANGUAGE ARTS & FOREIGN LANGUAGE (W-319)
Curriculum guide of units on careers using the subject matter skills. Includes advertising, television careers, theatre arts, office workers, sales careers, foreign language careers.

MATHEMATICS (Bk 713)
Table of contents-small business manager, sports statistician, public utilities, restaurants, retail sales, business (banking) engineering occup, computer personnel & home construction, insurance & banking. These are units with lengthy lists of activities. Loose leaf notebook. Exel.

PHOTOSYNTHESIS - BIOLOGY (S-92)
Kit has pots, corn seeds, soil & rocks. Directions for students tell them how to plant and then gives references on photosynthesis & tigsism. (Consumed materials must be replaced)

THE PLUMBER AT WORK (W-191)

No copywrite release. Complete unit - 5 lessons long with pre & post-test, visuals, experiments and vocabulary.

SALESMAN - DEPT. STORE (S-51)

Kit has cards outlining job responsibilities, how to use forms & exericises involved, manuals for training and simulation set ups for individual or small group use.

SCIENCE & PHYSICAL EDUCATION (W-318)

Scientific career units-includes meteoroligist, oceanography, technical careers, denistry, physical therapist, recreation director-special units for P.E.

SERVICE STATION OPERATOR (W-195)

Designed for students in small rural areas where the main source of employment is the U.S.Forest Service. Objective is to incorporate in the classroom performance and the hands-on experiences in the various places of business. takes 2 weeks.

SOCIAL STUDIES (W-323)

Units on geographer, travel agent' job interview, foreign service jobs, social service jobs, Anthropologist and Archaelogist, editorial cartoonist, city planner, U. S. Post office with maps, and scripts, etc. included.

STEEL WORKER AT WORK (W-194)

Part of construction unit-5 lessons/ 5 experiements. Pre & Post test, short story, assignment sheets and recommended film all detailed.

THE STEWARDESS (W-193)

Part of Transp. Unit of study. Designed as student workbook with teacher accumulated resources. Has individual and class activities involved. Five lessons.

STORE CASHIER (S-48)

See career awareness

TERMS USED IN THE GRAPHIC ARTS FIELD (W-152)

A packaged program of commonly used terms in a graphic arts course. Requires library book resources. Xerox copy.

TOOLS FOR HOMEMAKING, CRAFTS & CONSTRUCTION (W7-757)

A 7th grade instructional unit on beginning competency with tools used in homemaking crafts and construction. Has prototype student activity sheets. Original type.

THE TRUCK DRIVER (W-196)

Part of transp. study. Begins with student device (spin chart type), Bulletin boards, 5 lessons, activity and assigned sheets.

Grade 8

AIRCRAFT MECHANIC (W-239)

See career awareness

AMERICAN INDUSTRY (W-136)

See career awareness

BASIC WOODS FOR GIRLS (W-210)

Unit to provide broad, basic experiences in the fundamentals of woodworking. Five periods, 18 weeks, and 55 minutes.

BEAN BAG ACTIVITIES (W-156)
Activity utilizes geometry and basic sewing skills centered around the production of bean bag chairs.

CAREER EXPLORATION IN THE EARTH SCIENCES (W-255)
See career awareness

CASTING, TYPE-SETTING, AND DESIGNING (S-54)
See career awareness

COMMERICIAL ART: PACKAGE DESIGN (S-57)
See career awareness

ELECTRIC MOTORS & CAREERS (W7-760)
A 9th grade instructional unit on beginning skills awareness in electricity and career awareness of various occupations requiring a knowledge of elec--tricity. Has sample illustrations for student understanding. Thermofax copy.

THE ELECTRICIAN AT WORK (W-186)
No copywrite release. Part of unit for you in construction. Pre and Posts tests, suggested media.

HANDWASHING (W-113)
See career awareness

HUMAN RELATIONS-LEARNING ABOUT YOU & OTHERS (W-268)
Before a student can explore the clusters he must first know himself. Unit provides better understanding of his role in relation to his culture and where he may eventually fit into the world of work. 20 ea. 55 min. lessons, print copy.

LIFE SCIENCE (W-160-1)
Intended to expand the student's knowledge of careers in the life sciences...finally, he will explore the training and preparation needed for life science careers.

LOG BOOK (S-58)
Truck drivers keep log books about stops. Kit has direction sheet map, drivers license book, activities & test.

MATH & IOTA (W7-711)
See career awareness

MINI-CORPORATION (W7-699)
See career awareness

SPARK PLUG (S-63)
See career awareness

STONE MASONS & BRICKLAYERS (W-212)
See career awareness

THEATRICAL MAKE-UP (S-91)
See career awareness

Employ - Ability Skills

GRADE 7

BLUEPRINT (M 11)
See Decision Making

CASHIER WORKS RAPIDLY AND ACCURATELY (S-60)

See career awareness

FINDING A JOB THROUGH THE NEWSPAPER (Bk 492)

Set of 10 non-consumable programmed learning books on the topic. Exel.

JOB GETTING ABILITY (M 5) (2)

Set of 8 cartoon style transparencies with guide. Good

START IN THE RIGHT DIRECTION (Bk 491)

See Career Awareness

WRITING A REPAIR INVOICE (S-37)

Kit includes copy of completed & blank repair request forms & instructions on how to do the filling out of the form including parts & labor prices, tax lists & problems to solve. Plan to replace consumed materials.

GRADE 8

THE ARCHITECT (W-190)

Part of construction study-looks at architects and drafting occupations. Also has ideas for field trips and quest speakers.

THE ELECTRICIAN AT WORK (W-186)

See skill awareness

HANDWASHING (W-113)

See career awareness

IOTA ACTIVITIES REPORT (W7-716)

See career awareness

PUBLIC SERVICE: POLITIC (W-154)

I.P. with supplementary materials samples. Coordinates with language arts, science and social studies.

Educational—Awareness

GRADE 7

BARREL RACING-CAREER OR HOBBY (S-87)

Kit has truck, barrels, horses & directions plus writtens description of the task and its requirements, inventory for reference.

School Nurse (S-45)

(CAUTION URGED) To be used in WACOP media center only. 2 cards with questions patient asks & instructions to patient. Taped into box is bandaide, syringe, cotton & alcohol no instruotions on how to use or safety precautions.

HISTORICAL PERSPECTIVE (Kt 230)

See Economic Awareness

LAPIDARY (S-88)
See career awareness

OCCUPATIONS IN THE PUBLISHING INDUSTRY (W-157)
See career awareness

OPEN DOOR BOOKS (Bk 18)
See Economic Awareness

SALESMAN - DEPT. STORE (S-51)
See career awareness

START IN THE RIGHT DIRECTION (Bk 491)
See Career Awareness

STORE CASHIER (S-48)
See career awareness

YOUR OCCUPATION - STUDENT (Fs 48)
See Appreciations and Attitudes

GRADE 8

AMERICAN INDUSTRY (W-136)
See career awareness

ARITHMETIC IN OCCUPATIONS (Pt 23)
See Economic Awareness

BOOK JACKETS (M 32)
Jackets from books on career title for bull board display.
Good

CAN THE SCIENTIST (Fs 15)
3 filmstrips: Can the Biologist meet the demand, Can the Chemist renew the supply, can the Physicist-Engineer Strike a Balance. Good science material, but not much on careers. Good

CAREER EXPLORATION IN THE EARTH SCIENCES (W-255)
See career awareness

CAREER EXPLORATION THROUGH MATHEMATICS (W-252)
See career awareness

CAREERS FOR GOOD SPEAKERS (Pt 30)
Set of 18 posters 8½ x 14 - black & white with guide to use. Pictures with descriptive caption in small print. Exel.

CAREERS FOR GOOD WRITERS (PT 32)
See Careers for good speakers.
See Educational Awareness.

CAREERS RELATED TO ART CLASSES (M 60)
Set of 9 briefs (5 x 8) on subject. Module packaged. For self (student) exploration or in depth discussion as a project or individual basis spreads from art curriculum to industrial arts. Good

COMMERICIAL ART: PACKAGE DESIGN (S-57)
See career awareness

ENTRY LEVEL OCCUPATIONS (M 55)
Set of 73 briefs which describe occupations which usually require less than high school education to enter. Good

GETTING ALONG IN SCHOOL - 1 (Fs 53)
See Appreciations and Attitudes

HOW TO GET A JOB (Bk 142)
See Appreciations and Attitudes

THE JOB AHEAD - LEVEL 2 (Bk 347)
See Economic Awareness

THE JOB AHEAD - LEVEL 3 (Bk 348)
See Economic Awareness

JOB EXPERIENCE KIT (Kt 7)
See Appreciations and Attitudes

JOB FAMILY SERIES (Bk 343)
Set of 20 booklets each related to a job family. Similar to clusters. Its for self analysis. Perhaps on a group basis. Good

JOBS IN YOUR FUTURE (Bk 335)
Workbook with stories and information related to self-evaluation, kinds of work and how to get and keep a job. Exel.

KEYS (Kt 128
Grades 8-12. A follow-up and integral part of the Kuder program. Fs & cassettes explaining the Kuder inventory and then leading into a study of the interest areas. Beautiful sound, colo
Check out time: 2 weeks.

OCEANOGRAPHY BOOK COLLECTION (BK-285
Set of 6 books: ecology, environment, parks, etc. Usually sent with "J" cluster box.

UPPER MATERIALS

AVAILABLE FOR GENERAL CHECK-OUT

ARIZONA OCCUPATIONAL BRIEFS Bk 545
Local job information in looseleaf notebook. Slightly out-of-date, but listing of local titles of value. Manpower

ATTITUDES & WORK W7 759
A 7th grade instructional unit on career orientation, appreciations and attitudes. WACOP

FILLING OUT AN APPLICATION KT 144
2 film strips, Programmed Bank, 16 copies. A basic skills, Ind. Activity booklets. Filmstrips are silent and programmed. Educational Proj. Corp.

FILLING OUT A MEDICAL RECORD KT 147
2 Film strips, programmed, 16 copies, Ind. Activity. Basic skills program for the special ed student. Ed. Proj. Corporation

FINDING AND HOLDING A JOB BK 507
Programmed book (30 copies)
High Reading- Special Education. Large type; non-consumable. Program moves student through resources. Delmar

FINDING YOUR WAY BK 506
Programmed book on map reading skills. Not career related, but available. Delmar

HIGH SCHOOL COURSE SELECTION & YOUR CAREER KT 154
Two film strips and two cassettes with a counselors guide.
Guidance Assoc. of Pleasantville, N.Y.

HOME EC, CAREERS POSTERS PT 58
Large posters drymounted for stability From American Home Ec. Association. Very attractive even in B & W.

KEEPING SAFE AT WORK M 21
Transparancies on safety, accidents, first aid, explosives, dressing , safe and working safe. United Transparancies.

LOOKING FOR A JOB KT 149
Programmed learning, 2 film strips and answer sheets with master
16 Booklets with master. Educational Projections Corp.

PHOTOGRAPHERS F1 48
One technicolor magi-cartridge about photographers.
Encyclopaedia Britannica Ed. Co.

PHOTOTECHNOLOGY S 77/S 78
Five flash cards with job descriptions contrast printing, four developing. WACOP

PROFESSIONAL OCCUPATIONS PT 55
Set of 18 posters-black & white. Old pictures, lots of caption material. About 18" x 24" overall.
J. Weston Walch

QUEST BK 605
4 student activity books and teachers guide. Part of group guidance series-text and student Self Quiz. Discussion questions
Bruce Pub. Company

SUCCEEDING AT WORK FS 47
Preview fs from United Transparencies of the series put out by them under the title. WACOP has the complete transparency set under the individual box names.

UNDERSTANDING & CARING FOR CHILDREN W 328
7-8th grade teacher's guide- Home Ec. Excellent ideas and activities for child care playschool classes; Vocab. Development, songs,games, dexterity exercises. CCEM

YOUR JOB & YOUR FUTURE Bk 532
Five copies paperback, Basic information about jobs, salaries, skills eduaction required-exercises.
Webster Dev. McGraw Hill

Special Education

Career-Awareness

CAREER OPPORTUNITIES II (Fs 66)
Set of 4 f.s. with guides. Titles: Automation, Jobs in Mathematics, Salaried Worker of Self-Employed, and Careers in Science. Simple context excellant. For promoting general interest in specific career clusters work well with 7-8th. Automation f.s. expecially good on this subject. Exel.

FINDING YOUR JOB - UNIT 2 (BK 496)
A second set of the spiral bound books designed for special ed. students. Each volume also has 12 careers, but different one. Good

HOW TO HOLD YOUR JOB (Bk 629)
1 copy each for student and teacher. Curriculm material designed to help mentally retarded teenagers develop the attitudes and values necessary to the success of any worker. Workbook covers full school year. Good

JERRY WORKS IN A SERVICE STATION (Bk 626)
Book & manual - books paperback. Example of the Pacemaker. Story & exercise after each chapter. Good

WORK FOR INDEPENDENCE (M 106)
2 pieces, 1 teacher's guide to series of Special Education Photo-Stimali Aids. Unit - Work is Fun-Primary, Black & White pictures on board about 9 x 15 prints. Good

Self-Awareness

ATTITUDE BUILDERS - GROUP 1 (Pt 42)
40 posters and metal frame/holder (cartoon style, in color) Exel.

COOPERATION, SHARING AND LIVING TOGETHER (Kt 142)
10 fs, transparencies, workbooks, worksheets, record, cassette tape, teacher manual on sharing, school habits, cooperation, responsibilities, rules, manners, friends, etc.

DEVELOPING BASIC VALUES (Kt 133)
4 fs, 2 cassette tapes, 4 teacher's guide. Accepting of differences, respect for property, consideration for others, recognition of responsibilities. Good

DRESS ABILITY (M 5) (3)
Set of 8 transparencies (cartoon style) and guide. Good

GOING PLACES WITH YOUR PERSONALITY (Bk 627)
Paperback book and teacher manual. Workbook style - 5 chapters - tear-out page formats. Non-consumable. Exel.

SOCIO-GUIDERAMAS (M12)
Scripts for playlets-5 copies each: (A) Jill & Perry Go Military (B) Ma & Sue on a Job Interview (C) Career Choice When? (D) Mike the Mechanic (E) After High School - What? Good.

TWO SIDES TO EVERY STORY (Fs 23)
4 filmstrips: Have you wanted to be alone, A place in the family, Is anyone to blame, Have you felt hurt.
Good

WORK FOR INDEPENDENCE (M 106)
2 pieces, 1 teacher's guide to series of Special Education Photo-Stimali Aids. Unit: Work is Fun - Primary. Black and white pictures on board about 9 x 15 prints.
Good

UNDERSTANDING THE OTHER SEX (Bk 635)
Part of SRA Jr. Guidance series- 1 copy only-Chapters: Why Do They Act like that, What causes differences, Feeling about Dating; problems about sex. understanding the other sex and others. Uses case stories and "comments" from people.
51 pg/ Black and White pictures.
Good

Appreciations And Attitudes

ATTITUDE BUILDERS - GROUP 1 (Pt 42)
See Self Awareness

ARE YOU LOOKING AHEAD (Fs 46)
10 filmstrips for slow learners with titles such as: Would You Like Hospital Work, How About Office Work, Do You Like Flowers Filmstrips are also found in cluster boxes.
Good

CONTEMPORARY ISSUSES ON JUSTICE (Bk 674)
Guide for teacher education, 3 books on: Issues concerning Fair Distribution of Benefits and Burdens, Fair procedures for making decisions, correction of wrongs or injuries plus Guidelines for development of lesson plans & book of sample lesson plans all on concept of Justice.

COOPERATION, SHARING AND LIVING TOGETHER (Kt 142)
See Self Awareness

DEVELOPING BASIC VALUES (Kt 133)
See Self Awareness

DRESS ABILITY (M 5)
See Self Awareness

FOLLOWING RULES (M 19)
15 transparencies with titles such as: Watching for Signs, Rules for Dress, Giving Notice, Vacation Rules, Working Overtime, etc.
Exel.

GOING PLACES WITH YOUR PERSONALITY (Bk 627)
Paperback book and teacher manual. Workbook style - 5 chapters - tear-out page formats. Non-consumable.
Exel.

HOW TO HOLD YOUR JOB (Bk 629)
See Career Awareness

JERRY WORKS IN A SERVICE STATION (Bk 626)
Book & manual - books paperback. Example of the Pacemaker. Story & exercise after each chapter.
Good

OCCUPATIONAL EDUCATION (Kt 38)
Set for slow learner, filmstrips & cassettes: Stocker in a Supermarket, The Job Interview, Fixing a Flat Tire, Waitress, Variety Store Worker, School Cafeteria Worker, Nurses Aide, Gas Station Attendant, Variety Store, How to use Your Checkbook.
Good

SUCCESS- ABILITY (M 101)
Set of 8 transparencies. Cartoon style in color with guide.
Exel.

WORK FOR INDEPENDENCE (M 106)
2 pieces, 1 teacher's guide to series of Special Education Photo-Stimali Aids. Unit - Work is Fun-Primary. Black and white pictures on board about 9 x 15 prints. Good

Decision-Making

CHOOSING YOUR JOB (Bk 493)
A set of 30 non-consumable programmed learning books on the topic. Reading level makes them sutiable for special ed. as well as regular students. Exel.

FINDING YOUR JOB - UNIT 1 (Bk 495)
Set of 5 spiral bound books & index designed for special ed students. There are 12 careers per book & a supplement in Volume I on how to get a job and keep it. Jobs discussed are at the ability level and reading level of the students involved. Good

FINDING YOUR JOB - UNIT 2 (Bk 496)
See Career Awareness

HIGH SCHOOL COURSE SELECTION AND YOUR CAREER (Kt 154)
Exel.

WHAT YOU SHOULD KNOW BEFORE YOU GO TO WORK (Kt 155)
Exel.

Economic-Awareness

CLASSROOM JOURNEYS (Fs 26)
6 filmstrips and records - actual color shots of visitation such as: Police Station, Court, Electrical Power Plant, Sewage Treatment Plant, Etc. Exel.

OUR WORKING WORLD - CITIES (Kt 13)
Filmstrips & records, teacher's resource unit, student activity booklets - check out time: 6 weeks. Economic concepts stressed. Good

Skill Awareness, Beginning Competence

GOING PLACES WITH YOUR PERSONALITY (Bk627)
Paperback book and teacher manual. Workbook style-5 chapter-tear-out page formats. Non-consumable. Exel.

HOW TO HOLD YOUR JOB (Bk 629)
See Career Awareness

PEOPLE WHO ORGANIZE FACTS (Kt 200)
4 fs & cassettes one on people who organize facts (overview)- then in depth at Baker Fore-woman, automotive researcher & TV Sports Editor. Discussion guide. good

Employ-Ability Skills

Educational-Awareness

Special Ed.

ARE YOU LOOKING AHEAD (Fs 46)
See Appreciations and Attutudes

FINDING YOUR JOB-UNIT 1 (BK 495)
Set of 5 spiral bound books & index designed for special ed students. There are 12 careers per book & supplement in Volume I on how to get a job and keep it. Jobs discussed are at the ability level and reading level of the students involved. Should update mainly because of salaries. Good

FINDING YOUR JOB - UNIT 2 (Bk 496)
See Career Awareness

FOLLOWING RULES (M 19)
See Appreciations and Attitudes

HOW TO HOLD YOUR JOB (Bk 629)
See Career Awareness

INDUSTRIAL CAREERS KIT (Kt 66)
5 x 8 briefs in alphabetical order in container. Reading level is too high. It would be beneficial for S.E. students, however, with the aid of a teacher interpreting the material. Good

THE JOB AHEAD - LEVEL 1 (Bk 346)
30 hardbound reading books with student manuals (ours consumable) 1 to teacher. Manuals. Starting work: on the Job: Keeping on the Job: Working for the City: Time out for Leisure. Good

JOB GETTING ABILITY (M 5 Q 2)
Set of 8 cartoon style transparencies with guide. Recorder guide. Exel.

KEEPING HEALTHY AT WORK (M 17)
15 transparencies with titles such as Nutrition, Exercise, Health Habits, Posture, Attitudes & Emotions, etc. Good

KEEPING SAFE AT WORK (M 21)
15 transparencies with such title as: Safe Surroundings, Carelessness, Accidents, First Aid, Safety for Others, etc. & Workbook. Good

OCCUPATIONAL EDUCATION (Kt 38)
See Appreciation and Attitudes

TAKING A VACATION (M 16)
15 transparencies with titles such as: Vacation Plans, Vacation Clothing, Preparations, Good Manners, Spending Money Emergencies, etc. and workbook. Good

WORK KIT (Kt 8)
Kit containing 400 job briefs in story form at 5th grade reading level. Organized by works with people, things, or ideas and by educational level needed. Has filmstrips and Junior Guidance booklets. New edition in the fall that will have an occuscan. Good

HIGH SCHOOL

9–12

Career-Awareness

GRADE 9

AUTO-MECHANICS UNIT I & 2 (W-211)
No copywrite release. Instruction unit-starts with students value game, pre test and 5 lessons and post test-gives program eval. procedures, and definition of terms section.

BOOK MENDING (S-69)
Kit has glue, tape (2Kinds), brush, backing, rubberbands, book to repair & scissors. Typed directions for student to use. (parts must be replaced if consumed)

CAREER INFORMATION SYSTEM-NATURAL RESOURCES (W-236) 1,2
Notebook of 8½ x 11 briefs - related to tille - includes description, working conditions, employment opportunities by place, outlook, entry & advancement, Career Exploration as characteristics of worker, activities, preparation, salary & sources of information. Somewhat localized.

DRAFTING SERIES (W-272)
Looks at careers in Drafting through an individualized learning packet. No time given, ditto copy.

ECOLOGY/IOTA (W7-726)
High school activities in biology to study careers in ecology-related occupations, the career possibilities in applied science and how science related to the

ENVIRONMENTAL PROTECTION (Kt 219)
6 fs, 3 cassettes, pad of career rating charts. Titles: Forestry technician, sanitation technician, water plant operator, soil conservation technician, food processing lab teach & an overview. Fs are in color & pictures of people on the job.
Exel.

EXPLORING THE INDUSTRIES (Bk 648)
Industrial arts text & workbook-covers drafting, woods, bench metals, heat training & forging, sheet metal, art metal, elec & electronics & plastics. Also 1 copy Drafting & Planning test. Exel.

DENTAL LAB TECHNICIANS (FL-29)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Exel.

FASCINATING WORLD OF WORK - CAREER AWARENESS KIT (Kt 223)
Designed to help students discover true interests & match these interests with compatible careers. 4 fs & cassettes with guide: Accounting, mechanics, sales, & how to explore the world of work. Also has pad of Life Style Evaluation forms. Exel.

FRESHMAN CAREER UNIT (W-278)
"Goal of unit is to find out how careers have changed since parent's & grandparent's time; whether ed. & exp. requirements have changed, etc. To explore career interests; to find out availability of jobs in your interest area" - student program. Xerox copy

HEALTH CAREERS (S-68)

Box has health chart, 20 health career slips & a sorting device. Students must read chart for each job & then sort by salary, length of course of study, & minimum job requirements.

NEEDLETRADES TRAINING (W-141)

Activities based on a locally available trade shcool (Buckeye) for student observation and learning. 55 minutes. Xerox copy.

TEACHING, SOCIAL WORK, GOVERNMENT (Bk 586)

Set of 10 autobiography folios in color with heavy visaude and low reading emphasis. Deals with careers in the title. People and Choice Series. Good

UNDERSTANDING & FILLING OUT FORMS (W-216)

For special reading class. Unit designed to help learner understand the vocabulary of the various forms used in the world of work.

WAITERS AND WAITRESSES (FL 30)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

GRADE 10

AGE OF ELECTRONICS (Kt 17)

Kit contains filmstrips, tapes, and guide: Machinists, Technical writers, Age of Electronics overview, Electro-Mechanical assembler, Environmental Test Technician, Electronic Technicians. Handbook inadquate.

AGRICULTURAL BUSINESS ORGANIZATIONS (W-151)

One page outline on agriculture business organization - much depth needed by instructor to utilize outline. Xerox copy.

AGRICULTURAL MINI-BRIEFS (Kt 97)

Occupations based on a background in this areas of study. Format is 8½ x 11 stiff paper one job per sheet. Occupational Awareness Co.

AIR-CONDITIONING AND REFRIGERATION (Fl 18)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

ALL-ROUND MACHINISTS (Fl 23)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

APPLIANCE SERVICEMEN (Fl 41)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

ART CAREERS IN ADVERTISING (Kt 160)

1 filmstrip and record.

ART MINI-BRIEFS (Kt 98)

Printed package of briefs on jobs which need an art background. Loose briefs on 8½ x 11 stiff yellow paper.

ARTISTIC/MUSICAL (M81)

Notebook of Chronical Guidance briefs as they group them. Careers based on this general area of work. Each brief on separate page.

ASSEMBLY OCCUPATIONS-ELECTRONICS (Fl 17)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

AUTO MINI-BRIEFS (Kt 84)
Occupational Awareness

AUTOMOBILE MECHANICS (Fl 19)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

AUTOMOTIVE BODY REPAIRMEN (Fl 8)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

BRICKLAYERS (Fl 25)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

BUSINESS & FINANCE (Bk 582)
Set of 10 autobiography folios in color with heavy visuade and low reading emphasis. Deals with careers in the title. People & Choices Series.
Poor

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correcting feature-individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book material include bibliography, teacher & student guide for K-6, 7&8, (middle) & 9-12 (secondary) as well as a 10-12 grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy.
Exel.

CAREER EXPLORATION AND PLANNING (Bk 711)
Specimen kit of 3 books - teacher's manual, text and student workbook. Designed as a text for a career exploration class. Parts include: Orientation to school, Understanding Yourself and others, Career Development and Coping with change.

A CAREER IN JOURNALISM (Kt 220
Two part review of careers in thi field comes with written script/ guide - 2 cassettes and 2 fs. Bot filmstrips are interview style. Part 1 looks at the total field, Part 2 looks at personal characteristics involved in the job. Turns questions back to student. Filmstrips are color shots of people in the field. Interviews are very "real". 10-12 min. each.
Exel.

CAREER MONOGRAPHS (Bk 17
Series of 40 booklets each on a career.
Poor

CAREER OPPORTUNITIES IN THE WOODS FIELD (W-276)
Programmed unit looking at careers in woods occupation. End result is a paper written by the student. Ditto copy.

CAREER PLANNING OF VOCATIONAL GUIDANCE (Fs 67)
Set of 9 f.s. titled: The Meaning of Work, Personality in Business, Volunteer Work, Your First Year At College, Careers in Health, The Job Interview, Your Job Outlook, Careers in the Computer Field, and Drop out Or Drop In?
The children must be motivated for this Fs without sound.
Good

CAREERS AT SEA (C 122)
Set of 4 cassettes - Ship's Captain, Chief Engineer, Radio officer and Fireman - Water tende These are interviews of people on the job run about 10 min. each
Good

CAREER INFORMATON SYSTEM-TRADE AND FINANCE (W-262)
8½ x 11 briefs of careers in Trade & Finance - Notebook form- no directions. Localized data included

CAREERS IN COMPUTERS (Kt 221)

2 filmstrips and cassettes. Part 1 and Part 2, 1st give a broad picture of the career area using interviews with people working on a job. Part 2 focuses on details of a given career area. Again interviews with worker, Supervisor and personnel people - looks at you and the job and can you fit. Written material has Script. Exel.

CAREERS IN DRAFTING (Kt 157)

1 filmstrip and record.

CAREERS IN FASHION DESIGN (Kt 158)

1 filmstrip and record.

CAREERS IN FILM MAKING (Kt 164)

Suitable for Jr. High and High School. Filmstrips plus narrative record.

CAREERS IN THE FINE ARTS (Kt 163)

Jr. High and Senior High. Filmstrip and narrative record.

CAREERS IN THE GRAPHIC ARTS (Kt 165)

Jr. High and Senior High. Filmstrips and narrative record.

CAREERS IN ILLUSTRATION (Kt 162)

Suitable for Jr. High through High School.

CAREERS IN LAW ENFORCEMENT (Kt 226)

2 filmstrips and 2 cassettes - part 1 is introductory to total scope, part 2 is in depth treatment from private security guard to U.S. Secret Service Agent. Exel.

CAREERS IN PHOTOGRAPHY (Kt 156)

CAREERS IN TELEVISION (Kt 159)

Suitable for Jr. High through High School. Filmstrips with record narration.

CAREERS IN THE WORLD OF COMPUTERS (Kt 161)

Suitable for Jr. High through High School. Filmstrip and record narration.

CARPENTERS (Fl 26)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

CEMENT MASONS (Fl 42)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Good

CERAMICS IN THE SECONDARY SCHOOL (W-222)

To instruct and demonstrate the methods of construction in ceramics; to give students an experience in 3 - Dimension construction and to create an awareness of the value both functional and cultural of the use of ceramics in our society today.

CHOOSING A VOCATION (Kt 231)

1 filmstrip, cassettes and guide. Looks at types of careers open to high school graduates. Filmstrip places a great deal of emphasis on the fact that jobs for the unskilled worker are rapidly disappearing and that those with good training in a technical field can make double the money of a average high school graduate. 13 minutes.

COMMUNICATION, TRANSPORTATION (Bk 583)
Set of 10 autobiography folios in color with heavy visuade and low reading emphasis. Deals with careers in the title. People & Choices Series. Poor format. Poor

COOKS AND CHEFS (FI 20 P)
Grade 11-12
Color, silent 8 mm film loops about 19 minutes running time. Designed for non-college bound student.
Exel.

CRAFTS/DESIGN MINI-BRIEFS (Kt 100)
Contents are written briefs based on occupations which draw heavily on a crafts/design background. Set is packaged by Occupational Awareness Co.

CUSTOMER SERVICE OCCUPATIONS (Fl 34)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bounds students.
Good

DENTAL ASSISTANTS (Fi 7 L)
Grade 11-12
Color, silent 8 mm loops about 10 minutes running time. Designed for non-college bound students.
Exel.

DENTAL HYGIENIST (FI 45 L)
Grade 11-12
Color, silent 8 mm film loop about 10 minutes running time. Designed for non-college bound students.
Exel.

DRAWING MINI-BRIEFS (Kt 99)
Package of 8½ x11 stiff paper briefs grouped as jobs which need a background in drawing. Occupational Awareness.

ELECTRICIANS (Fl 13)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Exel.

ELECTRICITY -ELECTRONICS SERIES (W-277)
Individualized program for students interested in investigating electricity & electronics as careers. 1 copy available. Ditto copy

ENTERTAINMENT OCCUPATIONS (M 82)
Notebook of briefs packaged by Chronical Guidance Co. Each brief is printed separately. Looseleaf.

ENGLISH MINI-BRIEFS (Kt 88)
3 boxes of individual briefs packaged by Chronical Guidance theoritically based on occupations drawing heavily on the subject matter (English) 8½ x11 stiff paper printed both sides format.

FIREFIGHTERS (Fl 35)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

FOREIGN LANGUAGE MINI-BRIEFS (Kt 81)

GASOLINE SERVICE STATION ATTENDANT (FI 33 C)
Color, silent 8 mm film loops, about 10 minutes running time. Designed for non-college bound students.
Good

GETTING ALONG ON THE JOB (Kt 173)
Junior and Senior High filmstrip plus narrative records.

GLAZIERS (FI 39E)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Exel.

GOVERNMENT AGENCIES AND HEALTH (M 84)

Transparencies set with teacher guide & student biblio.

HOME EC. MINI-BRIEFS (Kt 107)

Contents are written briefs based on occupations which draw heavily on home ec background. Set is packaged by Occupational Awareness Co.

HOUSING OUTLINE (W-159)

Exploration of professional and supportive careers related to housing and furnishing. Topical outline from State guide. Xerox copy.

INDUSTRIAL ARTS MINI-BRIEFS (Kt 115)

Teachers guide, student guide to studying careers & set of 8½ x 11 printed briefs of jobs that draw heavily on an I.A. background.

INTERIOR DESIGN MINI-BRIEFS (KT 85 P)

A JOB FOR YOU (Bk 621)

2 copies - paperback
12 chapters such as: First look at Jobs, looking for a jcb, interview, apprenticehip training, & getting along with others. Large well spaced type, conversational style with reader (student) involvement intended.
Good

JOURNALISM MINI-BRIEFS (Kt 83 D)

LAW MINI-BRIEFS (Kt 102)

Box of printed briefs (8½ x 11 stiff paper format) which each cover an occupation which needs a background in law. Very few in package.

LINEMEN AND CABLE SPLICERS (FI 37 C)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

LOCAL TRANSIT BUS DRIVERS (FI 2 G)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Exel.

PHYSICAL SCIENCE MINI-BRIEFS (Kt 114)

Contents are written briefs 8½ x 11 size based on occupations which draw heavily on a background in the physical science area. Packaged by Occupational Awareness Co.

PLASTICS SERIES (W-273)

Learning activity packet (LAP) related to careers in plastics. Individual program. No time given. Ditto copy

POWER MECHANICS SERIES (W-274)

Power mechanics as a career in a student individualized program. One portion of program, if opted, for would involve media-another personal contact in the field. Ditto copy

PRIORITIES, DECISIONS, SECURITY (KT-170)

Senior and Jr. High Teacher's guide - filmstrips and games.

PRINTING MINI-BRIEFS (Kt 121)

Occupational awareness set of materials 8½ x 11 size on stiff yellow paper. Contents are intended to represent occucations requiring training in this area.

PUBLIC SERVICES OCCUPATION (M 69)

Notebook of Chronical Guidance briefs as they group them. Occupations in brief format which relate to public service area.

REGISTERED PROFESSIONAL NURSES (Fl 11)

Grade 11-12
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Exel.

ROUTEMEN (Fl 3)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

SALESMEN AND SALES WOMEN IN RETAIL STORES (Fl 16)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

SCIENCE MINI-BRIEFS (Kt 112)

Occupations based on a background in this area of study. Format is individual job per page. Stiff yellow sheets boxed loose.

SHEET METAL WORKRERS (Fl 9)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

SOCIAL STUDIES (Kt 89)

Teachers guide, student guide to studying careers & a set of 8½ x 11 printed briefs of jobs that draw heavily on an social studies background. Packaged by Occupational Awareness Co.

SURVEYORS (Fl 40)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

TELEPHONE AND PBX INSTALLERS AND REPAIRMEN. (Fl 27)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

LOCAL TRUCKDRIVER (Fl 4)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

MACHINE MINI-BRIEFS (Kt 119)

Occupational Awareness set of materials - 8½ x 11 size on stiff yellow paper. Contents are intended to represent occuaptions requiring training in this area.

MAIL CARRIERS (Fl 12)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Exel.

MECHANICS MINI-BRIEFS (Kt 116)

Package of 8½ x 11 stiff paper briefs grouped as jobs which need background in mechanics. Occupational Awareness CO.

METAL MINI-BRIEFS (Kt 120)

Occupations based on background in this area of study. Format is 8½ x 11 stiff paper. One job per sheet.

METALS SERIES (W-275)

Programmed student materials on metals as a career. No time given-requires some outside media to effectively complete. Ditto copy.

MUSIC MINI-BRIEFS (KT 110)

Contents are written briefs based on occupations which draw heavily on a music background.

NATIONAL CAREER INFORMATION CENTER (Ph 557)

THE NATIONS BUILDERS (Kt 20E)

Kit contains filmstrips, tapes and guide: Heavy Equipment Operators, Carpenters, Architectural, Draftsmen, Electricians, Civil Engineering Technicians, Nation's Builders. Grade so the student can take drafting. Poor

OPERATING ENGINEERS (FI 10 E)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

OVER-THE-ROAD TRUCKDRIVERS (FI 1 G)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-bound college students.
Good

PAINTERS AND PAPERHANGERS (FI 38 E)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

PERSONAL AND FAMILY MANAGEMENT (Kt 176)

Junior and Seriors High School. Filmstrips and narrative records.

PHOTOGRAPHY MINI-BRIEFS (KT 94 O)

PHYSICAL ED. MINI-BRIEFS (Kt 111)

Contents are written briefs based on occupations which draw heavily on P.E. background. Teachers guide & student resource sheets included.

TELEVISION AND RADIO SERVICE TECHNICIANS (FI 43 H)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

TRUCK MECHANICS AND BUS MECHANICS (FI 44 C)

Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

VENDING MACHINE MECHANICS (FI 5 C)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

WHAT IS YOUR FUTURE IN THE CHANGING WORLD OF WORK (KT 67)
Grade 9-11
part of the Eyegate series
Vocational Opportunities -
f.s. & cassette
2 week check-out. Good

WOOD MINI-BRIEFS (Kt 82)

WRITING CAREERS IN ADVERTISING (Kt 166)
Jr. High and Senior High-
Filmstrip and narrative record.

Grade 11

AIRPLANE MECHANICS (Fl 31)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

AL NORTHERN ENTERPRISES (W7-701)
A high school instructional unit on career exploration of retail establishment jobs. Has student materials included.

A CAREER IN OCEANOGRAPHY (K 136)
A color fs and record with printed script on topic. 2 week check out.
Exel.

CAREER WORLD (Dec.'72) (Ph 506)
Magazine - 30 copies. Feature articles of the month: Air Transportation: Flight Plans for Exciting Futures and Careers in Business and Office, as well as many other articles. 24 pages. Exel.

CHILD DEVELOPMENT (W-295)
Unit has 2 purposes-to help evaluate possible future careers in the area of Child Development and to provide information about children which can be of use in future roles involving interrelationships.

COMPUTATIONAL OCCUPATIONS (M83)
A vol. of 457 briefs of various occupations listing salaries, hours, working conditions, qualifications job descriptions, etc. Chronicle Guidance.

CREATIVE ARTS (Bk 584)
Set of 10 autobiography folios in color with heavy visuade and low reading emphasis. Deals with careers in the title. People and Choices Series. Good

DISPENSING OPTICIANS AND OPTICAL LAB MECHANICS (Fl 24)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

DRAFTING (W7-753)
Unit on career and skills awareness in the field of drafting. Leads student to list 6 drafting career areas and the future occupational outlook for 3.

EXPLORING GOALS (W-235)
Teacher & counselor supplement & assorted learner guide sheets & learner tests. Unit designed to help the learner in relating his abilities scores from DAP to actual vocational areas in which he may later study in depth.

FORESTRY AIDS (Fl 43)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Post secondary training required.
Good

GRAPHIC ARTS SERIES (W-294)

Individualized program for student career information & exploration. Some pathways may require additional media.

THE INFORMATION EXPLOSION (W-306)

2 copies each-teacher/counselor supplement and learner's guide. Unit to help learners identify and use a minimum of 5 important sources of vocational and educational material. 55 min. periods.

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS - APPRENTICE LABOR

(Ph 550)

Set of apprenticeship materials for electricals.

JOBS IN PRINTING (Kt 229)

8 filmstrips 5-6 minutes each. Typesetter, layout and graphic design, photoengraver, letterpress operator, lithographic cameraman, offset pressman, asst. production manager and bookbinder. Guide book has reprintable job summary sheets. Exel.

MACHINING OCCUPATIONS - ELECTRONICS

(Fl 15)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

MARKETPLACE (Kt 186)

This is a simulation game of our Economic System. It lasts 12 periods and is more comprehensive than a "monopoly game". Excellent unit for High School Business class.
Exel.

PLACE SETTING FOR WAITRESS

(S-67)

Kit has dishes, silver, glass, & napkin for practice. Typed text & line drawings give directions for learning waitress skills.

POLICEMEN AND POLICEWOMEN (Fl 22)

Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students.
Good

SELF-AWARENESS & ANGLO-SAXON POETRY (W-219)

Student will be aware of the influence of others upon his choice of a career and the need for self-confidence in his anticipated career choice.

SCIENCE, TECHNOLOGY (Bk 585)

Set of 10 color autobiography folios, with teachers guide. Low reading content, lots of pictures. People & Choices Series. Good

USED CAR SALESMAN (W7-702)

Instructional unit on the use of NADA & Kelley Bluebooks and completing forms used in Used-Car transactions.

WESTERN ELECTRIC KIT (Kt 196)

4 fs/records & printed scripts: Draftsman, Key Punch Operator, Toolmaker & Secretary. Geared to jobs in the company for recruiting purposes, but also excellent in that the pictures are of real people on the jobs & the sound is that person talking about their job in a very real way.
Exel.

YOUR FUTURE IN SHORTHAND (C121)

Record on future in & how to develop shorthand speed. Very realistic and contemporary. Includes importance of detail and "mailability". Importance of a stenographer brougt out. Exel.

CABBAGES TO KINGS (Kt 19)
Kit contains cassettes, filmstrips and guide on retail sales such as Retail Food Checkers. Specialized Retail, Sales and Retail Department Heads.

HOW TO GET A JOB OVERSEAS (Bk 494)
2 paperbacks on same title-informal writing style looks at 17 career areas (including Being a Professional Spy) plus other information such as list of companies overseas, organizations, agencies, clubs. 253 pages and a selected list of companies. Exel.

JOB ATTITUDES: ON THE JOB: FOUR TRAINEES (Fs 6)

JOBS IN HEALTH SERVICES (Kt 227)
8 fs & cassettes: Nurse's Aide, Medical Lab Assistant, Optometric Technician, Dental Lab Assistant, Medical Photographer, Radiology Technnician. Guide has reproducible summary sheets. Exel.

MAN & HIS ENVIRONMENT (Kt 191 Q 1
FS & record and guide booklet:
An introduction to using environmental study areas & script to fls.
Billed as a new approach to environmental ed. Designed as teacher in-service, teachers can use it for student orientation by pre-planning with the students or by reading the printed script outloud selectively. Good

MEDICAL LAB TECHNOLOGISTS (Fl 36)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students Exel.

POSTAL CLERKS (Fl 6)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Exel.

TELEPHONE CRAFTSMEN (FI 47 C)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

TRANSMISSION AND DISTRUBUTION OCCUPATIONS (FI 32 C)
Color, silent 8 mm film loops about 10 minutes running time. Designed for non-college bound students. Good

WELDERS-OXYGEN AND ARC CUTTERS (Fl 14)
Color, silent 8mm film loops about 10 minutes running time. Designed for non-college bound students. Exel.

YOU & YOUR COMPANY (Bk 624)
Handbook for Employees of Arizona Public Service. Covers Job safety, insurance, retirement, purchase plans & general information. Excellent example of a job handbook. Very comprehensive and complete. Exel.

Self-Awareness

Grade 9

EMOTIONAL PROBLEMS OF GROWING UP (Bk 633)
Part of Jr. Guidance series or Better Living Series. Looks at what are Emotional Problems, Infancy and Early Childhood, Puberty and Emotional Problems, challenges every adolescent faces indications of poor adjustment line drawings. Case study format.
Exel.

FASCINATING WORLD OF WORK - CAREER AWARENESS KIT (Kt 223)
See Career Awareness

FEELINGS STORIES (S-62)
12 picture cards with typed stories, directions call for student to write a story about the picture which reflects their feelings.

FRESHMAN CAREER UNIT (W-278)
See career awareness

HANDLING LIFE SITUATIONS (W-307)
1 teacher/counselor supplement & 2 student booklets. Time 20 to 25 minutes per lesson - set up for individualized instruction. Covers physical traits & personal & social behavior.

HOW SHALL WE LIVE? (Kt 190)
5 fs & records & guides-Leading and Following, Feelings about others, Choosing, Giving and Taking Advice, The Way We Look at Things. These are discussion fs-cartoon drawings with printed introduction to read write responses are emphasized.
Exel.

MY CAREER GUIDEBOOK (Bk 340)
Non-consumable student workbook outlining research approach starting with self-evaluation. Not suitable E.M.H.
Exel.

PERSONALITY DEVELOPMENT II (Fs 69)
Set of 6 fs with guides. Titles: Taking on Responsibility, Making Decisions, Facing Disappointments, Taking Criticism, Turning Over a new leaf, and To Be Somebody. Not too impressive.
Good

PERSONAL VALUES & OCCUPATIONAL EXPLORATION (W-247)
Primarily an individual activity unit with sub-grouping. Emphasis is on formation of values & on value analysis as related to individual career decision and goals. Provides a framework for ordered exploration of facets of devel. leading to greater reality in specific decisions to be made in the future. 30 hr, print copy

TEEN LIVING (W-181)
Instructional unit - no copyright release. Designed to help the student understand himself and his relationship to others and be able to apply this understanding to career development regardless of his ability or family background. Looks at: attitudes, self-awareness, personality, values as they relate to personality, decision making & leisure time activities. May not be checked out except with Director's approval.

UNDERSTANDING DATING RELATIONSHIPS (Bk 632)
New part of Jr. Guidance Series. One copy. Notable authors - cover: 1) Getting started, 2) Building friendships, 3) Guidelines for developing relationships, 4) Living and loving, 6) Parents and dating, and 7) You and your changing world. Black and white pictures. Self quizzes. Fifty six pages. Family Relations, Home Economics.
Exel.

Grade 10

A CAREER IN JOURNALISM (Kt 220)
Two part review of careers in this field comes with written script/guide 2 cassettes and 2 fs both filmstrips are interview style. Part 1 looks at the total field, Part 2 looks at personal characteristics involved in the job. Turns qustions back to student. Filmstrips are color shots of people in the field. Interviews are very "real". Exel.

CAREER WORLD: (Ph 485)
1st issue of a subscription to a set of 30 magazines. Each issue to look at 2 career fields. This month they do in-depth Repairmen & Mechanic/ and the Business of Fun (hospitality & Recreation). We will issue separate #'s for each issue. Excellent for exploration of careers. Exel.

JUNIOR GUIDANCE SERIES (Kt 35)
Relisting by grouping booklets into sets - 10 booklets in a package available total. Titles such as: Discovering Your Real Interests & finding Part-Time Jobs. Good

KNOW YOURSELF (Bk 659)
5 copies paperback, 11 chapters; Your future & you, your interests, abilities, decision making, talents, how to study occup., etc. Format of information to read, assign, charts & tables questions to answer-good layout. Interesting copy. Exel.

WHO'S WHO? (PH 551)
Booklet of self-awareness and understanding others. 6 activities - individual &/or group with references & follow up for becoming aware of sterotypes & personality perceptions of individuals.

Grade 11

CHILD DEVELOPMENT (W-295)
see Career Awareness

DISCOVER CAREERS (W-324)
Introduction to the World of Work through library research. Examples of student products are included with the 2 page write up.

EXPLORING GOALS (W-235)
see Career Awareness

MY CAREER GUIDEBOOK - CLASSROOM SET (Bk 340)
Set of 25 non-consumable guidebooks and 1 counselor/teacher manual. Guidebook is designed for use by students and other concerned about their future careers who wish to make plans for an orderly, intelligent preparation for entrance upon their life work. Looks at personal qualities & career plans in worksheet form with some background information before each selection. Exel.

A NATIVE SONS READER (Bk 709)
"An anthology of pieces of black authors explaining from the point of view of their sensibility different aspects fo the Afro-American experience in the U.S." Categories in the book include: Roots, South, Migration, City, Children, Church.

Restricted Circulation.

ORGANIZING TIME TO ACHIEVE GOALS (M 29)
20 transparencies designed to teach both the cognitive and effective aspects of time management. Deals with planning, control and evaluation of time plans to meet goals: also with recognition and appreciation of the need for managing time as it contributes to the individual's well-being and as a source of personal satisfaction. Home Economics oriented. Exel.

SELF-AWARENESS & ANGLO-SAXON POETRY (W-219)
see Career Awareness

THE INFORMATION EXPLOSION (W-306)
2 copies each-teacher/counselor supplement and learner's guide. Unit to help learners identify and use a minimum of 5 important sources of vocational and educational material. 55 min periods.

WESTERN ELECTRIC KIT (Kt 196)
See Career Awareness

WHICH ROAD TO SOMEWHERE (W-241)
Teacher-counselor supplement & learner guide, test & answer sheet. Unit is to help learner to realize the importance of planning to reach his educational & vocational goals. That decisions must be made at the proper points in time to keep as many doors as possible open for as long as possible.

Grade 12

HUMAN RELATIONS KIT (M 92)
8 cassettes and 1 filmstrip. Play money, geometric figures, student workbooks, and 2 guide books.
Poor

JOB FINDING 1 (Fs 51)
5 filmstrips: So You Want A Summer Job, How to Find a Job and Keep It, Where Will You Live and Work, When You Go To Work, How To Find a Job For Yourself. Could be used for S.E.

PROPAGANDA GAME (M 107)
A game for thinkers based on the book Thinking Straighter. Game designed to introduce players to some techniques used to distort thinking process. 2-4 players. Getting through rules is complicated.
Good

YOUR JOB INTERVIEW (Kt 151)
Exel.

Appreciations And Attitudes

GRADE 9

ALGEBRA IN OCCUPATIONS (Pt 40)
Series of 20 posters - 8½ x 14 show careers using algebra. Material is still useful despite age.
Good

ARITHMETIC IN OCCUPATIONS (Pt 23)
Set of 18 posters - 8½ x 14 black and white. As title suggests.
Exel.

BUSINESS CAREERS KIT (Kt 64)
5 x 8 size briefs related to opportunities in the field fo business.
Good

CAREER EXPLORATION (Bk 132)
Teacher transparency workbook with ditto master ideas. Suggested by developer for social studies classes.

CAREER EXPLORATORY KIT (Kt 71)
400 briefts (5 x 8) by alphabetical arrangement. Good

CAREERS FOR GOOD WRITERS (Pt 32)
See CAREERS FOR GOOD SPEAKERS.

CAREERS IN ART (Pt 29)
Poster set - 8½ x 14 - black & white. Pictures with captions and suggestions for use.
Good

CAREERS IN HOME ECONOMICS (Pt 34)
Poster set - 8½ x 14 black and white drawings and captions with guide to use. Good

CONTEMPORARY ISSUES ON JUSTICE
(Bk 674)
Guide for teacher education, 3 books on: Issues concerning Fair Distribution of Benefits and Burdens, Fair procedures for making decisions, correction of wrongs or injuries plus Guidelines for development of lesson plans & book of sample lesson plans all on concept of justice.
Exel.

DESK TOP CAREER KIT (JUNIOR)
(Kt 73)
914 briefs in a metal tray. Arranged in interest areas such as: Science, Physical planning, etc.

FEELINGS STORIES (S-62)
See career awareness

HEALTH CAREERS KIT (Kt 65)
5 x 8 briefs in alphabetical order all related to the field of health.
Good

HIGH READING LEVEL COLLECTION
(Bk 298)
Collection of 44 books of different topics that can be broken up. Titles such as: Your Career in Teaching, Careers in Hotel Management, United Nations Workers, etc. Exel.

HOW SHALL WE LIVE? (Kt 190)
See Self Awareness

LEISURE TIME: BUSY OR BORED (Kt 175)
6 fs & 3 tapes. Excellent for student awareness. Talks about reading, recreation, creative use of time. No Manual. Exel.

MATH IN SCIENCE & TECHNOLOGY (Pt 34)
8½ x 14 black and white posters with captions. 18 posters and teacher guide. Exel.

MY CAREER GUIDEBOOK (Bk 340)
See Self Awareness

OCCUPATIONAL OUTLOOK HANDBOOK (Bk 13)
Excellent reference material at secondary grade levels. It should be worn out in classrroms, not just left on a library shelf somewhere. Excellent, comprehensive, interesting briefs.
Exel.

ON PRIVACY (Bk 673)
See Economic Awareness

PERSONAL VALUES & OCCUPATIONAL EXPLORATION (W-247)
Primarily an individual activity unit with sub-grouping. Emphasis is on formation of values & on value analysis as related to individual career decision and goals. Provides a framework for ordered exploration of facets of devel. leading to greater reality in specific decisions to be made. 30 hrs, print copy (in the future

PERSONALITY DEVELOPMENT II (Fs 69)

Set of 6 fs with guides. Titles: Taking on responsibilities, Making decisions, Facing disappointments, Taking criticism, Turning over a new leaf, and To Be Somebody. Not too impressive. Good

TEEN LIVING (W-181)

Instruction 1 unit - no copyright release. Designed to help the student understand himself and his relationship to others and be able to apply this understanding to career development regardless of his ability or family background. Looks at: attitudes, self-awareness, personality, values as they relate to personality, decision making & leisure time activities. May not be checked out except with Director's approval.

UNDERSTANDING DATING RELATIONSHIPS (Bk 632)

New part of Jr. Guidance Series. One copy. Notable authors-covers; 1) Getting Started 2) Building Friendships, 3) Guidelines for Developing relationships, 4) Living and Loving, 5) Understanding dating, 6) Parents and Dating and 7) You and Your Changing World. Black and white pictures. Self-quizzes. Fifty-six pages. Family relations, Home economics. Exel.

VALUE GAME. (M 102)

Card game designed to assist the player in understanding that events are multi-valued and any event may involve both the enhancement and deprivation of values. The players will become aware that the ability to see and express values is important in both self-analysis and in understanding others. He will develop the ability to view events in relationship to several values, & discover that these values are interrelated. Uses 2 decks of cards. Exel.

Grade 10

ATTITUDE AND MANNER: THEIR INFLUENCE ON ACCOMPLISHMENT (M28)

20 transparencies designed to aid in the presentation and interpretation of the influence of attiude and manner on accomplishment. Exel.

BUSINESS BEHAVIOR (Bk 21)

Business textbook. Teacher preparation is necessary. Good

CABBAGES TO KINGS (Kt 19)

Kit contains cassettes, filmstrips and guide on retail sales such as Retail Food Checkers, Specialized Retail, Sales and Retail Department Heads. Suitable for High School E.M.H. Good

CAREER DEVELOPMENT LABORATORY (Kt 75)

Set of 30 cassettes of people talking about their careers, teacher's manual and pad of prelisting student self-survey devices. Needs to be motivated to listen. Exel.

CAREER EDUCATION PROGRAM (Kt 216)

Computer device with self-correcting feature-individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book materials include Bibliography, Teacher & student guides for K-6, 7&8 (middle) & 9-12 (secondary) as well as a 10-12th grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy. Exel.

CAREER EXPLORATION AND PLANNING (Bk 711)

Specimen kit of 3 books - Teacher's manual, text and Student Workbook. Designed as a text for a career exploration class. Parts include: Orientation to School, Understanding Yourself and others, Career Development and Coping with change. Challenging career search using the "treasure hunt" method of discovery.
Exel.

CAREER PLANNING (M 26)

20 transparencies designed to help students become aware of various fields of work and how to arrange for obtaining a job. It covers the various kinds of jobs available to beginning clerk-typist and offers information on aspects of employment application.
Exel.

CAREERS RELATED TO SCIENCE CLASSES (M 57)

28 briefs (5 x 8) project packaged
Exel.

Careers Related to Social Studies CLASSES (M 51)

11 briefs (5 x 8) project packaged
Good

CAREERS RELATED TO MATH CLASSES (M 53)

12 briefs (5 x 8) project packaged. Good material with Walch Posters.
Good

CHOOSING A VOCATION (Kt 231)

1 filmstrips, cassettes and guide. Looks at types of careers open to high school graduates. Filmstrip places a great deal of emphasis on the fact that jobs for the unskilled worker are rapidly disappearing and that those with good training in a technical field can make double the money of a average high school graduate. 13 min.

COMPASSION FOR PEOPLE (Kt 21)

Kit includes filmstrips, cassette and guide; Inhalation Therapist, Licensed Practical Nurse, Mental Health Aide, Compassion for People, Registered Professional Nurse.
Exel.

EFFECTIVE HUMAN RELATIONS (M 25)

20 transparencies designed primarily to stimulate discussion and thought concerning human behavior, mtoivation, and need.
Exel.

EFFECTIVE STUDY HABITS (M 104)

Set of 24 transparancy with overlays with guide & dividers with teacher notes on back. Used as the basis for 1 period lectures on study. Transparancies give suggestions & practice aimed at better used of time. The set can be used effectively to teach study habits as applied to any subject.
Exel.

ELECTRICITY-ELECTRONICS SERIES (W-277)

See career awareness

EXPLORING THE WORLD OF WORK (C 99)

6 cassettes: Interview with working people by interest areas.
Good

FAMOUS QUOTATIONS SET (Pt 41)
30 quotations in metal frame/holder. Inspirational in nature. Good for bulletin board arrangements. Good

FASHION CAREERS (Pt 33)
Set of 18 posters - 8½ x 14 - black & white pictures with descriptive captions. Good descriptions but pictures are somewhat outdated. Good

GUIDE TO FINDING A JOB (M 66)
7 transparencies with overlays and guide. Looks at where to find the job and how to secure it. Exel.

HEALTH CAREERS (Bk 19)
Paperback book of jobs related to health in a brief format. Black & White pictures. Good

INTRODUCTION TO LISTENING (M 25)
20 transparencies that consider the more active phases of listening -- listening with genuine mental and emotional participation. They show the basic differences between good and poor listening habits. They have suggestions for improved listening. Exel.

JOB OPPORTUNTIES NOW (Kt 3)
Kit contains filmstrips and cassettes: Requirements for the World of Work, Achieving Success in the World of Jobs, Job Opportunities in a Supermarket, Job Opportunities in a Hospital, Job Opportunities in a Department Store. Good

JUNIOR GUIDANCE SERIES (Kt 35)
Set of 11 booklets - topics such as: You and Your Abilities, Our World of Work, Finding a Part Time Job, etc. 10 sets available. Good

KNOW YOURSELF (BK-659)
5 copies paperback, 11 chapter; Your future & you, your interests, abilities, decision making, talents, how to study occup., etc. Format of information to read, assign., charts & tables, questions to answer good layouts. Interesting copy. Exel.

MARKETING & DISTRIBUTION CLUSTER BOX (C)
Contains assortment of media such as: pamphlets on careers, cassettes with various job titles, etc. Exel.

METALS SERIES (W-275)
See career awareness

ON RESPONSIBILITY (Bk 698)
Materials for K-12 includes casebook, teachers, curriculum and lesson plans on developing a sense of responsibility. Very complete. Good

ORAL COMMUNICATIONS (M 27)
20 transparencies each centered around the need of the student to understand the basic function and framework of oral communication. Good

PLASTICS SERIES (W-273)

See career awareness

POWER MECHANICS SERIES (W-274)

See career awareness

SCIENCE & ENGINEERING CAREERS KIT (Kt 63 F)

5 x 8 career briefs - over 100- in alphabetical order. Good

SEMI-SKILLED CAREERS KIT (Kt 69)

100 briefs in alphabetical order good awareness of what is available for dropouts. Handy to use. Exel.

SEQUENCES, ARITHMETIC SERIES AND GEOMETRIC SERIES (W-223)

The purpose of this activity is to develop career awareness for the student of the fundamental calculations performed by person employed as actuaries, bank and savings and loan officers in charge of determining how daily interest will be calculated and paid.

VOCATIONAL OPPORTUNITIES (Kt 36)

Filmstrips and cassettes in 2 parts. Part 1: Receptionist, What is Your Future in a Changing World, Automotive Mechanic, TV & Die Maker, Printer, Sheet Metal Worker, Part 2: Cook, Automotive Sales Representative, Data Processing Clerk, Sheet Metal Worker, Building Trades, Real Estate Salesman, Medical Assistant.
Good

WHAT ARE YOUR VALUES AND WHY (Kt 228)

Discussion lead - in - style. 6 filmstrips and cassettes - some material on each filmstrip deals with values related to work - other "bands" could be very controlversial. Titles: What do I want out of life?, How can our lives be made more humane, Can our ecomonic system serve human values better, Our National Values, Our Intern Values Do we value the Dem. way of Life.
Good

WHAT IS YOUR FUTURE IN THE CHANGING WORLD OF WORK (Kt 67)

See Career Awareness

WHO'S WHO? (PH 551)

See self awareness

WORLD OF WORK - SET 1 (Kt 27)

Kit contains 6 filmstrips & 3 records: Vending Machine Routman, Office Workers, Hairdressers, Hospital Workers, Gas Station Attendant, TV Repairman. Records are absolete - put each side on cassette tape to accompany each f.s. Good

GRADE 11

AGRI-BUSINESS CLUSTER BOX (H)

Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc.
Good

AGRICULTURAL CURRICULUM MATERIALS (M 42)

Curriculum guides for State Agricultural Program. Good

BUSINESS & OFFICE CLUSTER BOX (B)
Contains assortment of media such as: Pamphlets on careers, cassettes with various job titles.
Exel.

CAREERS RELATED ART CLASSES (M 60)
Set of 9 briefs (5 x 8) on subject. Module packaged. Good

CAREERS RELATED TO HOME ECONOMICS CLASSES (M 58)
13 briefs (5x8) project packaged. Job titles related to home ec.
Good

CHILD DEVELOPMENT (W-295)
see Career Awareness

COMMUNICATIONS & MEDIA CLUSTER BOX (L)
Contains assortment of media such as: Cassettes with various titles, pamphlets on careers, etc. Very generalized. More for browsing if one is undecided on a career.
Good

CONSTRUCTION CLUSTER BOX (E)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc.

CONSUMER & HOMEMAKING CLUSTER BOX (P)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc. Every Home Ec teacher should utilize this! Exel.

CULTURAL AWARENESS (W-215)
Unit designed to help learner attempt to modify and/or accept differnces between his personal attitudes & the attitudes of other in regard to culture, life styles, and careers & have a better understanding of them.

ENVIRONMENTAL CONTROL CLUSTER BOX (J)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc.

FINE ARTS & HUMANITIES CLUSTER BOX (
Contains assortment of media such as: Cassettes, pamphlets on careers, posters, etc.

JUNIOR GUIDANCE SERIES (Kt 35)
See Self Awareness

HEALTH CLUSTER BOX (L)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc.

HIGH READING LEVEL COLLECTION (Bk 298)
Collection of 17 books of different titles. Can be broken up. Titles such as: Your Career in Teaching, Careers in Hotel Management, United Nations Workers, etc. Good

HOSPITALITY & RECREATION CLUSTER BOX (M)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc.

IMAGE - ABILITY (M 100)
Set of 8 transparencies, color, sketch style with guide. Good

JOBS FOR THE NOW GENERATION (Kt 1)
Kit contains filmstrips and cassettes with teacher's handbook: Parks & Recreation Assistant, Engineering Assistant, Food Service Assistant, Real Estate Management Trainee, Equipment Rental Assistant, Jobs for the Now Generation. Needs Career survey sheets.
Good

MANUFACTURING CLUSTER BOX (F)
Contains assortment of media such as: Pamphlets on careers, cassettes with various job titles, etc.

MARINE SCIENCE CLUSTER BOX (I)
Contains assortment of media such as: Cassettes with various job titles, pamphlets on careers, etc.

ORGANIZING TIME TO ACHIEVE GOALS (29)
20 transparencies designed to teach both the cognitive and effective aspects of time management. Deals with planning, control and evaluation of time plans to meet goals; also with recognition and appreciation of the need for managing time as it contributes to the individual's well-being and as a source of personal satisfaction. Home Ec oriented. Exel.

PLANNING BEYOND HIGH SCHOOL (Kt 31)
Set of 6 cassettes with such titles as: The Community and Junior Colleges, About Colleges and Universities, Vocational Education, Need for Planning, Getting a Job Now, etc. Good

PROMOTE - ABILITY (M 99)
Set of 8 transparencies. Sketch style - color, with guide. Exel.

PUBLIC SERVICES CLUSTER BOX (K)
Contains assortment of media such as: Cassettes with various titles, pamphlets on careers, etc.

SELLING AS A CAREER (Kt 45)
A records and filmstrip on careers in selling. Color, annimated. Exel.

SPANISH OCCUPATIONS & BUSINESS PLACES (M 22)
20 transparencies in Spanish; They have the names of places of business and the different materials and equipmentused in the various professions and jobs. Good

TRIGONOMETRY IN OCCUPATIONS (Pt 31)
Posters - black & white - 8½ x 14 pictures with descriptive captions and sample problems. Exel.

UNEMPLOYMENT IS A SOCIAL PROBLEM (Kt 204)
Kit contains teachers' guide, student manual, simulation game, transparencies set, fs with recording and script, exploratory materials flyer & simplified description. Is an unemployment insurance education kit. Complete details and very extensive in scope. Good

VOCATIONAL DECISIONS (Kt 5)
Set of 3 filmstrips and cassettes. Introduction to Vocations, World of Work, Counseling in Vocational Decisions. Students need to be motivated before use. Good

WORLD OF WORK (Bk 312)
High school text for a career oriented liberal arts program. Includes excellent materials for classroom use. Excellent source of handouts. Exel.

WORLD OF WORK - SET 2 (Kt 28)
Kit contains 6 filmstrips, & 3 records: Retail salesperson, truck driver, restaurant worker, garment worker, construction worker, electrical assembler. Records would be better on cassette tapes for individual use. Excellent for Special Ed. Good

YOUR FUTURE IN . . . (Kt 22)
Set of 40 paperback books each with separte title. Copies available also in cluster boxes.

YOUR SEARCH FOR SELF (Fs 54)
Single filmstrip with script on subject. (Black and white) Annimated.
Good

GRADE 12

ECONOMIC SYSTEM (Kt 54)
A simulation activity requiring at least 1 week of class time and teacher preparation.

CALCUCUS IN OCCUPATIONS (Pt 22)
18 poster (8½x14) as title indicates. Black & white with picture and captions. And some sample problems.
Exel.

CAREER REFERENCE LIBRARY (Bk 428)
Set of 7 books - ENCYCLOPEDIA OF CAREERS & VOCATIONAL GUIDANCE, VOL. 1 & 2. CAREER OPPORTUNITIES in 5 fields, such as: Health Technicians, etc. Hardbound. Exel.

CAREERS IN ATHLETICS (Pt 24)
Poster set of 18 (8½x14) black & white. Pictures with descriptive captions.
Good

CAREERS RELATED TO ENGLISH CLASSES (M 49)
32 briefs (5 x 8) project packaged. Careers which are heavily language oriented.
Good

CAREERS RELATED TO INDUSTRIAL ARTS CLASSES (M 59)
38 briefs (5x8) project packaged.
Good

CAREERS RELATED TO P.E. CLASSES (M 54)
2 briefs (5x8) project packaged. Briefs discuss advantages and disadvantages of professional football, basketball, baseball, and other sports. Earning, history, duties and outlook for employment also given.
Good

GETTING A JOB (Bk 628)
See Employability Skills

GOOD MANNERS AT WORK (M 20)
See Educational Awareness

LIFE CAREER GAME (Kt 53)
A simulation decision game requiring at least 1 week in class time and student reading. Teacher needs to know the number of students who will play at a time. Teacher preparation provided in the guide. Teacher should go through this kit himself/herself in order to help students play the game. Very realistic simulation.
Exel.

MONEY TREE (Kt 18)
Kit contains tapes, filmstripes and guides: Real Estate Appraiser, Bank Tellers, The Money Tree, New Account Clerks, Investments Account Executives, Decorder Operators.
Good

OEK KIT (Kt 6)
Set of 400 job briefs, occuscan, Job Family Booklets, and Junior Guidance Booklets.
Good

ON PRIVACY (Bk [illegible])
Set has casebook, curriculum guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in a Free Society. Materials cover K-12 activities on concept of privacy in our society. Exel.

PROPAGANDA GAME (M 107)
See Self Awareness

SALES PROMOTION (Kt 59)
Simulation game. Involves much reading and requires at least a week of classroom time. A didactic game. Good

SCHOOL CHOICE (M 44)
Materials relating to choosing a school for further education beyond high school. Project packaged. Good

SELECTING EFFECTIVE PEOPLE (Kt 58)
Simulation game using game book. Requires at least 1 week. Has teacher's guide. Exel.

SIMSOC (Bk 302)
Participant's manual for simulated society game. Reguires reading.

TIPS FOR JOB HUNTERS (Ph 437)
Set of 4 copies on title. Good

WHAT TO DO AFTER HIGH SCHOOL (Bk 147)
Non-consumable student workbook, available in classroom sets. Looks at self-evaluation in depth.

WHERE DO I GO FROM HERE: WORK, WORSHIP, LEISURE (Bk 440)
Suggested grade 11 & 12. Work-study book from SRA - We have set of 10.

GRADE 9

CAREER EXPLORATION IN THE PHYSICAL SCIENCES (W-246)
The purpose of this unit is to acquaint students with occupations requiring a knowledge of physical laws and their applicability to the resolution of daily problems. Teacher needs to know how to use the Dic. of Occ. Titles (DOT) 20 hrs, print copy

CONSUMER EDUCATION (FS 70)
3 fs - no guide or sound, color with captions printed on. Our role as Consumers in the Market Place, Consumers in Action. Good.

DECISIONS MAKING - I (W7-735)
A 9th and 10th grade instructional unit on decision making on office occupations. Has prototype of handouts included. These are reading assignments as well as worksheets and illustrations.
1-50 min. period. ditto copy.

DECISION MAKING-II (W7-734)
A 9th and 10th grade instructional unit on decision making in the business cluster. Uses a career notebook technique. 5-55 min. periods or as ongoing exercise. Ditto copy

HEALTH CAREERS (S-68)
Box has health chart, 20 health career slips & sorting device. Students must read chart for each job & then sort by salary, length of course of study, & minimum job requirements.

PERSONALITY DEVELOPMENT II (Fs 69)
Set of 6 f.s. with guides, Titled: Taking on Responsibility, Making Decisions, Facing Disappointments, Taking Criticism, Turning Over A New Leaf, and To Be Some Body. good

TEEN LIVING (W-181)
Instructional unit-no copy-write release. Designed to help the student understand himself and his relationship to others and be able to apply this understanding to career development regardless of his ability or family background. Looks at: attitudes, Self-awareness, personality, values as they relate to personality, decision making & leisure time activities. May not be checked out except with Director's approval.

Grade 10

CAREER PLANNING OF VOCATIONAL GUIDANCE (Fs 67)
See Career Awareness

GUIA PARA LA PROTECCION DEL CONSUMIDOR (Ph 501)
25 copies of a pamphlet on consumer ed./consumer protection. Put out by the Attorney General's Office. In Spanish. Good

GUIDE TO CONSUMER PROTECTION (Ph 502)
Set of 30 pamphlets from the attorney general`s office. Good

THUNDERBIRD BANK FORMS (M 105)
Packet of all the forms used by Thunderbird bank and given to the project for ideas and teacher production materials. Nonconsumable, but may be copied. Exel.

WHAT IS YOUR FUTURE IN THE CHANGING WORLD OF WORK (Kt 67)
See Career Awareness

GRADE 11

BUSINESS (Kt 106)
(2 boxes) Set of 66 Mini-briefs on business related occupations requiring math. Kit includes teachers guide and student survey sheets. Exel.

CAREER EDUCATION PROGRAM (Kt 216)
Computer device with self-correcting feature-individual use only. Plastic sheets fit onto board. Kit is comprehensive K-12. Book materials include Bibliography, teacher & student guides for K-6, 7&8 (middle) & 9-12(secondary) as well as a 10-12 grade data sheets book. Plastic sheets are in color & easy to read. Fascinating but heavy. Exel.

COLLEGE MATH (Kt 108)
(2 boxes)
Set of 60 Mini-Briefs on occupations requiring college level math. Kit includes teacher's guide and student survey sheets. Exel.

EFFECTIVE STUDY HABITS (M 104)
Set of 24 transparancies with overlays with guide & dividers with teacher notes on back. Used as the basis for 1 period lectures on study. Transparancies give suggestions & practice aimed at better use of time. The set can be used effectvely to teach study habits as applied to any subject. Exel.

EMPLOY - ABILITY (M 98)
See Skill Awareness, Beginning Competance

EXPLORING CAREERS GROUP I (Kt 224)
Exel.

KNOW YOURSELF (Bk 659(1-5)
5 copies paperback, 11 chapters
Your future & you, your interests, abilities, decision making, talents, how to study occup., etc. Format of information to read, assign., charts & tables, questions to answer-good layout. Interesting copy.
(Exel.)

MATH (Kt 105)
3 boxes
Set of 123 mini-briefs on occupations requiring math. Kit includes teacher's guide and student survey sheets.
Exel.

MATH/ACCOUNTING (Kt 101)
(2 boxes)
Set of 47 Mini-Briefs on Business Related Occupations Requiring Business Math A/o Accounting. Kit includes Teacher's Guide and student survey sheets.
Exel.

MATH MINI-BRIEFS (Kt 109)
(2 boxes)
Set of 42 Mini-Briefs on Occupations Requiring Math Kit includes Teacher's Guide and student survey sheets.
(Exel.)

TRIGONOMETRY IN OCCUPATIONS (Pt 31)
See Appreciations and Attitudes

Grade 12

CALCUCUS IN OCCUPATIONS (Pt 22)
See Appreciations and Attitudes

CHOOSING A CAREER (Kt 134)
Suggested grades 11 & 12 From "Life Issues for Older Teens" series.
F. S. & cassette with guide. Designed to provide opportunities for 15-17 year olds to learn how other teens feel about typical life problems. Color photography-no captions.

CHOOSING A VOCATION (Kt 231)
Filmstrip and tape. High School Seniors discuss what to do instead of college.
good

HOMEMAKING RELATED CAREERS MINI-BRIEFS (Kt 103)
good

HOW TO GET A JOB OVERSEAS (Bk 494)
2 paperbacks on same title-informal writing style looks at 17 career areas (including Being a Professional Spy) plus other information such as lists of companies overseas, organizations, agencies and clubs. 253 pages
Exel.

INSIGHTS INTO CONSUMERISM (Bk 699 A)
Has transparency, masters for understanding advertising. 7 sections (each are units to teach) cover: What does advertising mean to you, take a look at advertising, Introduction of a product into the marketplace, advertising codes & guidelines what should consumers know, bibliography & scripts for radio and TV presentations.
Exel.

JOBS IN HEALTH SERVICES (Kt 227)
See Career Awareness

PROPAGANDA GAME (M 107)
See Self Awareness

WHERE DO I GO FROM HERE: WORK, WORSHIP, LEISURE (BK 440)
Suggested grade 11 & 12 Work-study book from SRA-we have set of 10 Check-out time 2 weeks.

Economic--Awareness

grade 9

BOOK MENDING (S-69)
See career awareness

CAREER WORLD: (PH 485)
1st issue of a subscription to a set of 30 magazines. Each issue to look at 2 career fields. This month they do in-depth Repairman & Mechanic/ and the Business of Fun (hospitality & Recreation). We will issue separate #'s for each issue. Exel.

CONSUMER EDUCATION (FS 70)
See Decision Making.

TO EXPLORE THE WORLD OF CATALOG PURCHASING (W-228)
Goal: To explore the world of catalog purchasing. Minimum information on activities.

Grade 10

DESK TOP CAREERS KIT (JUNIOR) (Kt 73)
914 briefs in metal tray (5 x 8) Arranged in interest areas such as: science, physical planning, etc. Exel.

DESK TOP CAREER KIT (SENIOR) (Kt 72)
1001 briefs in metal tray (5 x 8). Arranged in interest areas. Good

EDUCATIONALLY HANDICAPPED MINI-BRIEFS (Kt 122)
Not suitable for S.E. - all jobs outlined require H.S. education, some specialized classes - chemistry etc. Good

FAMILY LIVING (Fs 17)
8 captioned filmstrips that explain the basic principles which lead to happy and successful family living. Titles such as: Meeting Our Needs, Making Decisions, Dividing Work, etc. No guide. Good

HANDBOOK OF JOB FACTS (Bk 117)
As title suggests, for student reference and use. Best used in Media Center as a quick reference guide. Easy to up-date periodically. Good

ITEM 41 MINI-BRIEF (Kt 86)
Complete job rundown-very good reference.

JUNIOR GUIDANCE SERIES (Kt 35)
See Self Awareness

LOCAL EMPLOYMENT INFORMATION (M 9)
Local publications updated monthly on local economy and statistics. Exel.

MINI BRIEFS (Kt 123)
Good

PARTIALLY SIGHTED MINI-BRIEFS (Kt 87)
One - any one - of these kits would be sufficient. Good

Readings in Interpersonal Relationship (Kt 167)

Excellent for H.S. remedial reading classes, Spec. Ed. or low English classes in 9th and 10th grades. Approximately 20 pamphlets each of situations in interpersonal relationship with glossary and questions. Exel.

Grade 11

GRAPHIC ARTS SERIES (W-294)
see Career Awareness

MONEY MANAGEMENT (Kt 185)
Set of 6 colored film strips titled: The Bank Loan, The Finance Company, The Credit Union, Charge Accounts Applications, Charge Cards and Charge Statements, and the Retail Merchants Credit Association. Six records with guide - in color. Very complete and well done. Suggest you put audio on cassette tapes. Good

THE BUDGET AS A MEANS TO AN END (Ph 509)
$1.25 each; 1970 A Home Economics Educators Package-contains background information on an instructional unit on the subject with the student materials included. Skeletal information teacher will need to prepare herself/himself so to make the learning relevant and the most meaningful. Good

UNEMPLOYMENT IS A SOCIAL PROBLEM (Kt 204)
See Appreciations and Attitudes

Grade 12

CAREERS IN ATHLETICS (Pt 24)
See Appreciations and Attitudes

ENTRY LEVEL OCCUPATIONS (M 55)
Set of 73 briefs (5x8) which describe occupations which usually require less than high school education to enter. Exel.

INSIGHTS INTO CONSUMERISM (Bk 699 A)
See Decision Making

MONTHLY ECONOMIC LETTER (OCTOBER '72) (Ph 504)
Set of monthly letters, 1972, October covers such topics as general business conditions & capital gains. Very in depth reporting.

MARKETPLACE (Kt 186)
A 12 days game designed to demonstrate how the various sectors of our economy relate to each other, and to demonstrate the priniciples that underdog our economy. 30 students can play at one time. Exel.

PROPAGANDA GAME (M 107)
See Self Awareness

Skill Awareness, Beginning Competence

Grade 9

ACTIVITIES, ROLES & OCCUPATIONS (W-267)
See self awareness

BUS DRIVER, PLEASE TAKE ME HOME (S-61)
Teaches sequences of #'s, 2's, 5's & 10's using flannel board, & felt buses with number children.

CAKE DECORATING (S-82)
Kit has recipe for icing, decorating tube and tips and directions for use. (EQUIPMENT MUST BE RETURNED CLEAN!)

CAREER EXPLORATION IN THE PHYSICAL SCIENCES (W-246)
The purpose of this unit is to acquaint students with occuptions requiring a knowledge of physical laws and their applicability to the resolution of daily problems. Teacher needs to know how to use the Dic. of Occ. 20.hr, print copy

CAREER INFORMATION SYSTEM NATURAL RESOURCES (W-236) 1,2
See career awareness

CARPENTER'S LEVEL (S-65)
See career awareness

CASHIER PROBLEM (S-75)
Objective: Given a chart, the student will determine change to be given a customer, obeying all principles of change making. Individual student program on a card. Directions and answers given.

DAIRYING (W-114)
See career awareness

DRAFTING SERIES (W-272)
See career awareness

ECOLOGY/IOTA (W7-726)
See career awareness

ENVIRONMENTAL PROTECTION (Kt 219)
6 fs, 3 cassettes, pad of career rating charts. Titles Forestry technician, Sanitation technician, water plant operator, soil converation technician, food processing lab tech. & an overview. Fs are color & pictures of people on the job. Exel.

FEELINGS STORIES (S-62)
See self awareness

LET'S HAMMER (S-31)
See career awareness

MAKING TOYS THROUGH TEAMWORK (W-254)
See career awareness

MATH & THE ECONOMY (W-248)
Activities (based on students ability to employ basic computational skills) designed to promote student. Awareness & interest in the part mathematics plays in today's society. 7-8 hrs, print copy

NEEDLETRADES TRAINING (W-141)
See career awareness

ON PRIVACY (Bk 673)
Set has casebook, curriculm guide for teacher education, and lesson plans. Part of State Bar of Californis's project on Law in a Free Society. Materials cover k-12 activities on concept of privacy in our society. Good

PHONICS & WORD ANALYSIS SKILLS
(Bk 669)

Demonstration set, 2 parts-30 plates as samples of ditto masters & guide designed to help with word recognition skills including auditory perception of long & short vowels sounds, consonant blends & sounds assoc. with written & printed symbols that represent them. Exel.

SCHOOL AND SCHOOL HELPERS(Pt 53)

12 x 18 - pictures of helpers in the school community. Exel.

SEEING LIKENESS & DIFFERENCES
(Bk 653)

Demonstration set of materials for all 3 levels of program. Looks as like & diff. in word forms. Actual series uses ditto master, guide & transp. masters. Exel.

SELECTING SAFE TOYS (S-85)

Box has examples of toys for 2 yr. old-some safe and some dangerous. Points to consider in selection for safety and duribility Inventory included.

THE COOK (S-66)

See career awareness

Grade 10

ACCOUNTING EQUATIONS (W7-721)

A high school programmed instructional unit on the accountung equation which aims at developing skills in accounting. No copyright release signed. 30-60 minutes. Xerox copy

AGRICULTURAL BUSINESS ORGANIZATIONS (W-151)

See career awareness

ARTIFICIAL FLOWER ARRANGING
(S-15)

Shoebox kit. Cards give directions and information about materials. Kit also includes actual materials to practice - foam, flowers, and vase.
Washington Workshop 11/72

CAREER EDUCATION PROGRAM (Kt 216)

Computer device with self-correcting feature-individual use only. Plastic sheets fit onto board-Kit is comprehensive K-12. Book material includes Bibliography, teacher & student guides for K-6, 7&8(middle) & 9-12(secondary) as well as a 10-12th grade data sheet book. Plastic sheets are in color & easy to read. Fascinating but heavy. Exel.

A CAREER IN JORNALISM (Kt 220)

Two part review of careers in this field comes with written script/guide-2 cassettes and 2 f.s. both filmstrips are interview style Part 1 looks at the total field, Part 2 looks at personal characteristics involved in the job. Turns questions back to student. Filmstrips are color shots of people in the field. Interviews are very "real." Exel.

CAREER INFORMATION SYSTEM-TRADE AND FINANCE (W-262)

See career awareness

CAREER OPPORTUNITIES IN THE WOOD FIELD (W-276)

See career awareness

CAREERS IN COMPUTERS (Kt 221)

See Career Awareness

CAREERS IN LAW ENFORCEMENT
(Kt 226)

See Career Awareness

Grade 11

ENGLISH 4-B (W7-720)
An English activity packet tieing in language skills with gaining information about the world of work (via a term paper) and expanding those skills to be able to enter the world of work with business letter writing. 45 min. ditto copy.

EXPLORING THE INDUSTRIES (BK 648)
Industrial arts text & workbook-covers drafting, woods bench metals, heat training & forging, sheet metal, art metal, elec & electronics & plastics. Also 1 copy Drafting & Planning test.
Exel.

HOUSING OUTLINE (W-159)
See career awareness

A JOB FOR YOU (Bk 621)
See Career Awareness

JOBS IN HEALTH SERVICES (Kt 227)
8 f.s. & cassettes - Nurse's aide, Medical lab Assistant, Optomertic Technician, Medical Photographer, Dental Lab Assistant, Radiology Technician Guide has reproducible job summary sheets. Exel.

MODERN CRAFTSMAN (Kt 141(2)
This would be a good for High School. General Arts and Craft classes. Cassettes with filmstrips
Exel.

MUSIC METER (W7-722)
Instructional unit for grades 9-12. 1 page "unit" describing how to teach 3 different meter patterns to Jr. instrumental students. 45 min.

ORGANIZING TIME TO ACHIEVE GOALS
(M 29)
Exel.

AL NORTHERN ENTERPRISES (W7-701)
see Career Awareness

CAREER EXPLORATION AND PLANNING
(BK 711)
Specimen kit of 3 book- Teacher's manual, text and Student workbook. Designed as a text for a career exploration class. Parts include: Orientation to School, understanding Yourself and other, Career Development and Coping with change.

CAREERS THROUGH PAINTING (W-226)
Lists cognitive, affective and psychomotor objectives for advanced painting students using oils.

DEBITS/CREDITS (W7-736)
A programmed instructional unit in accounting. 30-60 minutes to complete. Non-consumable.

DRAFTING (W7-753)
see Career Awareness

ELECTRICIAN'S WORK (S-93)
A very extensive kit with instruction booklet, step by step guide, tools, and materials for wiring problem, fuse replacement, etc.

EMPLOY - ABILITY (M 98)
Set of 8 transparencies. Color sketch style with guide. Good

ABC of Getting & Keeping a Job (KT 179)
8 filmstrips plus 4 tapes, with teachers manual concerns the ABC's of getting and keeping a job.
good

INCOME & EXPENSE (W7-723)
Programmed unit in accounting. Major concept - income & expenses. 1 copy of student program - must be duplicated for student actual use. 30-60 minutes to complete.

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS-APPRENTICE LABOR (Ph 550)

Set of apprenticeship materials for electricials.

JOBS IN PRINTING (Kt 229)

8 filmstrips 5-6 minutes each. Typesetter, Layout and Graphic Design, Photoengraver, Letterpress operator, Lithographic cameraman, offset pressman, asst. Prod. manager and bookbinder. Guide book has reprintable job summary sheets.
Exel.

THE METRIC SYSTEM (W-220)

Goal: to demonstrate beginning skill competency in the metric system basic to the manufacturing occupations. Uses mass, volume, force in metric digits.

TYPEWRITING (W-322)

To give compete coverage of letter placement, aprogrammed unit Takes 2 -55 min. periods.

UNEMPLOYMENT IS A SOCIAL PROBLEM (Kt 204)

See Appreciations and Attitudes

USED CAR SALESMAN (W7-702)

see Career Awareness

WHAT YOU SHOULD KNOW ABOUT OSHA (Ph559 (3)

Materials related to the Occupational Safety and Health Act of 1970- Public Law 91-596 a sales promotion package.

YOUR FUTURE IN SHORTHAND (C 121)

Record on future in & how to develop shorthand speed. Record explains the place of secretaries in big business and "how to" develop shorthand speed. Would probably be used more if on tape. Side 2 is a dictation disk.
Good

APPLYING FOR A JOB (M 94 (1)

95 cards with one statement per card dealing with how to apply for a job. Answers to the statements are in multiple choice form. The answer to the question is given on the reverse side of the card along with a narrative on the reason for the answer.
(Exel)

CHOOSING A VOCATION (Kt 231)

1 filmstrip, cassettes and guide. Looks at types of careers open to high school graduates. Filmstrip places a great deal of emphasis on the fact that jobs for the unskilled worker are rapidly disappearing and that those with good training in a technical field can make double the money of a average high school graduate. 13 min.

FLUID INSTRUCTION SERIES (Kt 211)

Speciman set - Unit in package teaches student how to operate duplicator, covers master imaging and fluid application. (Plan to replace all consumed materials) (step by step) Programmed instruction to teach operation of duplicator, how to make master images and techniques in fluid applications. Exel.

ON PRIVACY (Bk 673)

Set has casebook, curriculm, guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in a Free Society. Materials cover K-12 activities on concept of privacy in our society.
Exel.

SERVICEING A STUDENT'S OWN TV RECEIVER (W-229)

Goal: To develop the students skills needed to service and repair his own tv receiver. General outline - no details included.

UCCEEDING ON THE JOB (M 93(4)
95 cards dealing with points on how o succeed on the job. Answers to ultiple choice questions are presented on reverse side of cards. lso with the answer is a short arrative on the reason for the nswer. 10 sets. Exel.

Employ - Ability Skills

Grade 9

CONTINUING EDUCATION (Kt 225)
4 fs, 4 records on vocational counseling. Titles: Job Adaptability, Crystal Ball, Continuing Education, and Closing the Education Gap. Exel.

MAKING FRIENDS AT WORK (M 18)
15 transparencies with titles such as: Getting acquainted, Helping and Asking for help, Kindness and Honesty, Sharing, etc. Good

RICHARD TURNER SERIES (Bk 560)
Student workbook set of materials. with titles of: Wanting a Job, Training for a Job, Starting a Job, Changing a Job, Looking for a Job. Use as prototype for possible school purchase. Good

TYPING SKILL PROGRAM (W-143)
Programmed unit on vertical and horizontal centering intyping procedure. Student materials prototype 2 to 5, 55 min. periods.

Grade 10

GRAPHIC COMMUNICATION SERIES (Kt 214)
Evaluation set of materials - materials include programmed instruction booklets, latent image self-testing system, (pen removed), pre & post test, lab. projects & multi-media reinforcement. A separate package of transparencies originals are included. Exel.

HOW TO GET A JOB & KEEP IT (Bk 623)
Worktext is designed to give direction & practical assistance to those who are Job Hunting. Provides the potential employee with sound guidance as he takes a self inventory, learns about job sources, selects his particular job perference, fills out a job application form, goes for the job interview and finally gets the job. Has exercises and sample forms.

JOB FINDING I (Fs 51)
5 filmstrips: So you want a summer job, How to find a job and keep it, Where will you live and work, When you go to work, How to find a job for yourself. Could be used for S.E. Poor

JOB HUNTING MATERIALS (M 47)
Project collected materials related to looking for work. Exel.

JOBS IN YOUR FUTURE (Bk 335)
Workbook with stories and information related to self-evaluation, kinds of work and how to get and keep a job. Good

KNOW(KNOWLEDGE NEEDED TO OBTAIN WORK) (M-108)
Materials - transparencies and teacher instructions to help prepare students in the techniques of seeking, applying for & securing a job. Units: Selecting a job, Finding openings, Filling out an application, preparing to take an employment test preparing for an interview, interviewing, follow-up on job application.

LEARNING SYSTEM FOR OFFSET INSTRUCTION (Bk 697)
Speciman copy; Programmed text teaching use & techniques for the off-set press. 7 parts - self contained except for machine. Has pre & post tests. (Ours non-consumable) Exel.

Local Economy Booklet (M 9)
Local publications updated monthly on local economy and statistics.
Exel.

ON THE JOB: FOUR TRAINEES (Fs 6)
Filmstrip & 2 cassettes; for use by Co-op classes only. Good

THE RATIONAL DECISION MAKING PROCESS (M 23)
20 transparencies to be used with primarily Junior and Senior students. They consider decision making and the different aspects of it. Home economics.
Exel.

GRADE 11

AL NORTHERN ENTERPRISES (W7-701)
see Career Awareness

A V ASSISTANT (W-237)
Packet to help identify & develop career awareness & skills of the fundamental tasks performed by persons employed as library aides or assistants in an A V center.

COMMUNICATION/EMPLOYABILITY SKILLS (W-300)
Goal: to acquaint the student with the way to effective communication by the student's employability skills to a prospective employer. Letters of application.

ELECTRICIAN'S WORK (S-93)
see Skills Awareness

EMPLOY - ABILITY (M 98)
See Skill Awareness, Beginning Competence

INCOME & EXPENSE (W7-723)
see Skills Awareness

INDIVIDUALIZED INSTRUCTIONAL PACKAGE FOR IBM CARD PUNCH SIMULATOR (W-221)
Goal: to acquire those employability skills and concepts necessary for the anticipated career. 1 week

NEWSPAPER APPLICATION (W7-728)
To demonstrate appropriate written communication skills for career placement; given a newspaper want ad, students will be able to write a letter of application & resume.

WESTERN ELECTRIC KIT (Kt 196)
See Career Awareness

Grade 12

FINDING A JOB THROUGH THE NEWSPAPER (Bk 492)
Set of 30 non-consumable programmed learning books on the topic.
Exel.

LUID INSTRUCTION SERIES (Kt 211)
See Skill Awareness, Beginning Competance

ETTING A JOB (Bk 628)
Chapters-paperback text: Everyone orks, Jobs you can get (covers all lusters), Getting ready to work, inding a job, Getting a job interiew, application forms, at the job nterview, on the job. No worksheets. rings out facts that all jobs are mportant and facts about jobs you ould get in 10 different areas.
Exel.

OB INTERVIEW AND APPLICATION (Kt 215)
box - 4 filmstrips and 2 records in ach. Titles: Job Application sources,. reparing for the interview, Do's and on't's during the interview, Job a pplication (letter and resume)
Exel.

IMEOGRAPH INTRODUCTION SERIES (Kt 213)
valuation copy of materials programmed o teach the mimeograph machine-use and peration. Set has materials for stuent (our non-consumable) reference & eacher. (latent image pen is removed.

ALES PROMOTION (Kt 59)
imulation game. Involves much reading and requires at least a week of lassroom time. A didactic game.

Educational-Awareness

GRADE 9

LGEBRA IN OCCUPATIONS (Pt 40)
See Appreciations and Attitudes

USINESS CAREERS KIT (Kt 64)
x 8 size briefs related to opportnities in the field of bussiness.
Good

CAKE DECORATING (S-82)
See career awareness

CAREERS IN HOME ECONOMICS (Pt 34)
See Appreciations and Attitudes

ENVIRONMENTAL PROTECTION (Kt 219)
6 fs, 3 cassettes, pad of career rating charts. Titles: Forestry technician, Sanitation technician, water plant operator, soil conservation technician, food processing lab tech. & an overview. Fs are color & pictures of people on the job.
Exel.

EXPLORING THE INDUSTRIES (Bk 648)
Industrial arts text & workbook-covers drafting, woods, bench metals, heat treating & forging, sheet metal, art metal, elec & electronics & plastics. Aslo 1 copy Drafting & Planning test.
Exel.

HEALTH CAREERS (Pt 39)
Poster set - 8½ x 14 pictures and captions. Could be used to go with Kit 65. Good except, pictures old fashioned or lack motivation, but narrative below pictures is good enough to bring up the overall rating.
Good

HEALTH CAREERS KIT (Kt 65)
See Appreciations and Attitudes

HOUSING OUTLINE (W-159)
See career awareness

HOW TO CHOOSE YOUR WORK (Bk 612)
5 copies, non-consumable student workbook. Based on self-analysis, "in order to be successful in your work, the first thing you must do is to choose a vocation in which you can be successful. This book is to help you make this choice". Parts: What Do You Want To Do? - covers goals, money, security, fame, comfort, self-ratings, what do tests tell you. Part 2: What Can You Do? Aptitudes, skills, experience, education, personal qualities. Part 3: Kinds of work: available to you, job classifactions, future outlook, speccial problem groups (includes women)
Good

CH IN SCIENCE & TECHNOLOGY (Pt 34)
See Appreciations and Attitudes

Y CAREER GUIDEBOOK
See Self Awareness

EDLETRADES TRAINING (W-141)
See career awareness

OCCUPATIONAL GUIDANCE SERIES (Bk 144)

t of 8 volumes, each containing 20
fferent job descriptions (160 in all)
affic Engineer, Fashion Designer,
armacist, Recreational Services Dir-
tor, Typist, Livestock Commission Ag-
t, Car Dealer Office Manager, Florist,
c. Individual pamphlets for each car-
r is better so that more people can
e them. Poor

Grade 10

REER DEVELOPMENT LABORATORY (Kt 75)
t of 30 cassettes of people talking
out their careers, teacher's man-
and pad of pre-listing student
lf-survey devices. Students need
tivation to listen to it. Exel.

REER EXPLORATORY KIT (Kt 71)
briefs (5 x 8) in alphabetical
rangement. Simple reading level.

REER GAME (Kt 74)
ogrammed learning in "game" form
th cards. Comes with filmstrip and
pe to introduce format to class. Can
used in connection with the Career
velopment Lab. Exel.

CAREER IN JOURNALISM (Kt 220)
part review of careers in this fiel
es with written script/guide - 2 ca-
ttes and 2 fs both filmstrips are
erview style. Part 1 looks at the
al field, Part 2 looks at personal
racteristics involved in the job.
ns questions back to student. Film-
ips are color shots of people in the
ld. Interviews are very "real". 10-
minutes each. Exel.

CAREERS RELATED TO ARGICULTURE (M 61)
Set of briefs (5 x 8) in envelope on subject. Project packaged. Exel.

CAREERS RELATED TO BUSINESS CLASSES (M 62)
8 briefs (5 x 8) project packaged.

CAREERS RELATED TO INDUSTRIAL ARTS CLASSES (M 59)
38 briefs (5 x 8) project packaged. 4 in depth booklets included. Good

CAREERS RELATED TO MATH CLASSES (M 53)
See Appreciations and Attitudes

CAREER MONOGRAPHS (Bk 17)
Series of 40 booklets each on a career.

CAREERS RELATED TO SOCIAL SCIENCE CLASSES (M 51)
11 briefs (5 x 8) project packaged. Good

CAREER WORLD (Ph 512)
Set of 30 magazines. Feature articles: Money & Banking, Careers and Careers in Psychology. Up to date and eye-catching format. Exel.

EMPLOYMENT OUTLOOK SET (Ph 406)
30 reprints from Occupational Outlook Handbook. Titles such as: Lathers, Telephone Industry, Urban Planners, Blacksmiths. Should include all titles that are included because they cover very interesting areas such as: telephone installers, janitors, etc. Many of these titles are not available from other sources. Exel.

FINDING YOUR JOB - UNIT I (Bk 495)
Set of 5 spiral bound books & index designed for special ed students. There are 12 careers per book & a supplement in volume I on how to get a job and keep it. Jobs discussed are at the ability level and reading level of the students involved. Good

IDE TO FINDING A JOB (M 65)

transparencies with overlays and
ide. Looks at where to find the job
d how to secure it. Exel.

HEALTH CAREERS (Bk 19)

See Appreciations and Attitudes

A JOB FOR YOU (Bk 621)

See Career Awareness

B OPPORTUNITIES NOW (Kt 3)

t contains: Filmstrips and
ssettes: Requirements for
e world of Jobs, Job Opportun-
ies in a Restaurant, Job Op-
rtunities in a Hospital, Job
portunities in a Department
ore, Job Opportunities in a
permarket. Exel.

JUNIOR GUIDANCE SERIES (Kt 35)

See Self Awareness

KNOW(KNOWLEDGE NEEDED TO OBTAIN WORK) (M-108)

See employability skills

E-VOCATIONAL PROGRAMMED LEARNING OKS (Kt 23)

y be checked out as a kit, or as
parate books in sets of 10 after Sep-
mber (13 books). Books include Choos-
g Your Job, Finding a Job Through the
wspaper, Finding & Holding a Job,
fice Machine Repairman, Household
pliance Repairman, Office Occupations,
ating Technicians, Food Service Wo-
er, Electronics Technician, Building
intenance Worker, Air Conditing Re-
irman, Automobile Mechanic, etc.
Exel.

THE RATIONAL DECISION MAKING PROCESS (M 23)

20 transparencies to be used with primarily Junior and Senior students. They consider decision making and the different aspects of it. Home Economics oriented. Exel.

RICHARD TURNER CAREER GUIDANCE SERIES (Bk 560)

Student workbook set of materials with titles of: Wanting a Job, Training for a Job, Starting a Job, Changing a Job, Looking for a Job. Use as prototye for possible school purchase. Exel.

SECRETARIAL CAREERS (Pt 26)

8½ x 14 poster set. 20 pictures with captions and suggestions for use. Clothes somewhat date pictures. Good

SEMI-SKILLED CAREERS KIT (Kt 69)

100 briefs in alphabetical order good awareness of what work is available for dropouts.

WORLD OF WORK - SET 1 (Kt 27)

Kit contains 6 filmstrips & 3 records: Vending Machine Routéman, Office Workers, Hairdressers, Hospital Workers, Gas Station Attendant, TV Repairman. (Exel.)

WORLD OF WORK - SET 2 (Kt 28)

Kit contains 6 filmstrips & 3 records: Retail Salesperson, Truck Driver, Restaurant Worker, Garment Worker, Construction Worker, Electrical Assembler. Exel.

VOCATIONAL OPPORTUNITIES (Kt 36)

See Appreciations and Attitudes

Grade 11

AGRICULTUREAL CURRICULUM MATERIALS (M 42 H)
Curriculum guide for state agricultural program. Good

AL NORTHERN ENTERPRISES (W7-701)
see Career Awareness

CAREER EXPLORATION (Bk 132 A)
A teacher transparency workbook with ditto master ideas. Suggested by developer for social studies classes.

Desk Top Career Kit (SR) (KT 72)
1001 briefs in metal tray arranged in interest areas. Good

EFFECTIVE STUDY HABITS (M 104)
Set of 24 transparancies with overlays with guide & dividers with teacher notes on back. Used as the basis for 1 period lectures on study. Transparancies give suggestions & practice aimed at better use of time. The set can be used effectively to teach study habits as applied to any subject. Exel.

WHAT YOU SHOULD KNOW ABOUT OSHA (Ph 559 3)
Materials related to the Occupational Safety and Health Act of 1970 - Public Law 91 - 596 a sales promotion package.

Grade 12

CAREERS IN ATHLETICS (Pt 24)
See Appreciations and Attitudes

CAREERS RELATED TO P.E. CLASSES (M54)
See Appreciations and Attitudes

CAREER REFERENCE LIBRARY (Bk 438)
Set of 7 books: ENCYCLOPEDIA OF CAREERS & VOCATIONAL GUIDANCE, VOL. 1 & 2. Also CAREER OPPORTUNITIES in 5 fields such as Health Technicians, etc. Hardbound. Exel.

CAREERS RELATED TO ENGLISH CLASSES (M 49)
32 briefs (5 x 8) project packaged Careers which are heavily language oriented. Exel.

CONTINUING EDUCATION (Kt 225)
Four f.s. - 4 records on vocational counseling. Titles: Job Adaptability, Crystal Ball, Continiung Education, and Closing the Ed. Gap.

GOOD MANNERS AT WORK (M20)
15 transparencies with titles such as: Consideration for others, telephone manners, being polite and trustworthy, distractions, etc. Exel.

HOW TO GET A JOB OVERSEAS (Bk 494)
2 paperbacks on same title-informal writing style looks at 17 career areas (including Being a Professional Spy) Plus other information such as lists of companies overseas, organizations, agencies and clubs. 253 pages. Exel.

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS-APPRENTICE, LABOR (Ph 550)
Set of apprenticeship materials for electricials.

JOB INTERVIEW AND APPLICATION (Kt 215)
2 boxes - 4 filmstrips and 2 records in each. Titles: Job Application sources, preparing for the interview, Do's and Don't during the interview, Job application(letter and resume)

MAN & HIS ENVIRONMENT (Kt 191(1)
Fs & Record and guide booklet: An introduction to using environmental ed. Designed as teacher inservice, teachers can use it for student orientation by pre-planning with the students or by reading the printed script outloud selectively. Good

OEK KIT (Kt 6)
Set of 400 job briefs, occusan, Job Family booklets and Junior Guidance Booklets. Good

ON PRIVACY (Bk 673)
Set has casebook, curriculm, guide for teacher education, and lesson plans. Part of State Bar of California's project on Law in a Free Society. Materials cover K-12 activities on concept of privacy in our society. Exel.

SPANISH OCCUPATIONS & BUSINESS PLACES (M 22)
20 transparencies in Spanish: they have the names of places of business and the different professions and jobs. Exel.

TIPS FOR JOB HUNTERS (Ph 437)
Set of 4 copies on title. Good

AVAILABLE FOR GENERAL CHECK-OUT

ACCEPTING CREDIT RESPONSIBILITY PH 356
Program in print-commercial- on the topic. Teacher and student booklets 1 each. Continental Illinois Bank And Trust Company

ADVENTURES IN SUCCESS C 124
Six "how to" tapes and an accompanying student manual which gives specific recommendations and background information on: How to: Discover your Real Self; Develop more self-confidence; Solve problems and make decisions; Gaining cooperation from others; Harness Goal power; Talk with people. Int'l Teaching Tapes

ANSWERING THE WANT ADS Kt 150
Designed for Special Ed. Has 2 film strips - programmed with gimmik answer sheets, 10 student booklets. Manin content is academic work using the topic as medium to convey concept. Educational Projections Corp.

AURALLY HANDICAPPED MINI-BRIEFS Kt 124
Set of job briefs all suitable for those described in the title. Loose in box. Yellow-heavy paper with teacher manual and sample student worksheet. Occupational Awareness

BASIC PRINCIPLES IN FAMILY MONEY AND CREDIT MANAGEMENT Bk 600
One book about credit in our economy sale and consumer finances and consumer credit. National Consumer Finance Association

BE INFORMED Bk 611
Series of papers stapled together, printed each on a topic with text and quiz sections. Designed for adults with low reading and math skills. They are looking at consumer education and job-hunting and keeping skills. New Readers Press

BEAUTY OPERATOR S 107
Kit has curlers, spraynet, Hairdo's book, wiglet, mirror, brush and talk assignment. Inventory in top of box and DOT description. Jolene Green

BUSINESS VOCATIONAL PLANNING C 114
Six cassettes, topics on college, free and study time, habits, interviews, budget planning and saving money, also about secretary and reception - ist. Fidelity Pro. Co. Educational Sensory Programming

CAREER AWARENESS, DRAFTING W7 753
Article for 11th grade. A unit on career and skills awareness of opportunities in the field of drafting. WACOP

CAREER DECISIONS Bk 527
Five books, on making decisions, looking for work, people who help. National Vocational Guidance Assoc.

CAREER IN ENGINEERING KT 248
2 filmstrips and cassettes. Part 1 gives overview of area and Part 2 focuses on specifics of a given career area. Series of interviews with people who are successfully working at the job, people who are supervising them and the people who hire them. Extensive background for the teacher and additional activities and discussion topics are in the manual. Part I is 13: 35 min. Part II is 18:23 min. Pathescope Educational Films-Associated Press.

A CAREER IN HEALTH SERVICES KT 253
"The increasing demand for medical care has created an unprecedented need for health manpower and has created new jobs within older health services. Filmstrips and cassette, 1 look at the health care team concept developed In part 2 (filmstrip and cassette) they go to a hospital in Chicago and interview people there. Guide includes discussion questions and excellent background material. Pathescope Ed. Films-Associated Press

CAREER MATH M 78
Transparancy workbook. Paperback book has teacher instructions, transparancies for each lesson and pre-printed spirit masters (ours non-consumable). Deals with basic math applications to working world. Teacher transparency workbook VMI

CAREER POSSIBILITIES POSTERS Pt 9
Series of posters - all drymounted on stiff board - dealing with work possibilities in the different subject matter areas. Careers

CAREER WORLD PH 563
(Innkeeping)
Set of 25 magazines features articles on Innkeeping and Restaurant jobs, Hydrologist, Jewellers - pro Football. Curriculum Innovations Inc.

CAREER WORLD - Oct '73 PH 562
("Hands on" Jobs in Manufacturing)
Magazine - 30 copies - feature is "Hands on Manufacturing", plus animal care workers, children's librarian, radiopharmacist and "Ms Magician".

CAREERS IN AEROSPACE PT. I Kt 177
Series of tapes and films about careers in aerospace. These look into training and personality as well as skills on the job. Eyegate

CAREERS IN AEROSPACE PT II Kt 178
A series of films and tapes about aerospace. Additional occupational areas are covered which emphasize the maintenance and counter jobs in air travel. Eyegate

CHOOSING A CAREER KT 134
Cassette, film strips from series, "Life Issues of Older Teens". Color no guide-open ended discussion format. SVE

CHOOSING A PROFESSION C 113
Cassette series- no printed or visual materials. 36 cassettes on different professional careers with descriptions of the work and how to get into the field, etc. Educ. Sensory Program

CLOTHING MINI-BRIEFS KT 104
Box contains jobs which benefits from a background in clothing. Briefs are printed on yellow stiff paper, loose in box. Teacher manual and student worksheet included. Occupational Awareness

CONSTRUCTION MINI-BRIEFS I & II KT 80
Mini-briefs packaged loose in box are printed on yellow stiff paper. Comes with teacher guide and student worksheet prototypes. Careers are preperted to need Construction background. Occup. Awareness

COSMETOLOGISTS FL 15
8 mm silent color filmloop for technicolor projector. Covers in about 5 minutes. The major aspects of the work involved. Encyclopedia Britannica

DATA PROCESSING KT 235
6 filmstrips with cassettes plus a career rating chart to be filled out while viewing the filmstrips. Titles "Key punch Operator", "Computer Aids Secretary", "Computer Technician", "Computer Operator", "Computer Programmer", and an overview filmstrip. ZONAR

DRAFTING MINI-BRIEFS KT 117
Teacher guide, student worksheet sample and box of job descriptive briefs. Occup. Awareness

EDUCATION FOR OCCUPATIONS Kt 174
Update of an older series uses film strips and cassettes to show six work areas special ed students find success in. Eyegate

ELECTRIC MINI-BRIEFS Kt 118
Job briefs relating to work using electrical background. Teachers guide and student worksheet sample provided in box. Occup. Awareness

ELNA STONE SET Bk 339
Speciman set of 2 paperback books. "How to Get a Job", "How to Choose Your Work". Bruce Pub. Co., N.Y.

EMPLOYMENT OPPORTUNITIES Kt 183
Three records with six film strips about different employments. Avid Corporation

EXPLORING OCCUPATIONS IN THE NATURAL RESOURCES Bk 714
Resource guide for grades 7-8-9. U. S. Dept. of Health Education & Welfare. Office of Education

FINDING YOUR JOB KT 239
Three filmstrips with 6 cassettes on shopping for a job and also about interviews. From Eyegate

FINE ARTISTS AT WORK KT 222
5 filmstrips/cassettes; interviews with artists at work; Life styles. Titles include: Metal Sculptor, Water Colorist, Stone Carver, Wood Engraver, Acrylic Painter. From AIDS

THE FIRM KT 57
Simulation activity in booklet form. Classroom set of 30 booklets and teachers manual available. Check-out is 1 month. Didoctic Systems, Inc.

FOOD MINI-BRIEFS Kt 92
Set of briefs designed for browsing by students who are taking food classes. 8½ x 11 printed pages summarize jobs related to the class. Occupational Awareness

FOOD SERVICES KT 234
6 filmstrips with cassettes plus a career rating sheet to be filled out while viewing filmstrips. Titles: 1) Overview, 2) Baker, 3) Meat Cutter, 4) Catering truck operator, 5) Cook helper, 6) Chef ZONAR

GENERAL MATH MINI-BRIEFS Kt 109
Browsing briefs on 8½ x 11 stiff yellow paper related to jobs needing general math background to be successful. Occupational Awareness

GETTING A JOB Bk 628
Two books with two teachers manuals on getting a job. Fearon Publishing, Belmont, CA

GETTING ALONG ON THE JOB KT 173
Kit consists of 6 filmstrips and two records. Avid

GEOMETRY IN OCCUPATIONS Pt 35
Posters with half-tone pictures and lengthy blurp underneath depicting jobs needing geometry to be successful. J. Weston Walch Portland, Maine

HEALTH MINI-BRIEFS Kt 93
Browsing library of briefs describing jobs which benefit by a background in health class. Includes teacher manual and suggested student study guide. Occupational Awareness

THE INTERVIEW Kt 145
Has filmstrips with answer keys from Educational projects Co. Guidance Associates

IT'S YOUR FUTURE KT 172
With filmstrips and cassettes and teachers manual. Eyegate

JOB ATTITUDES: TROUBLE AT WORK FS 5
Kit contains Filmstrip and cassettes as well as guide. Looks at problems people have at work due to attitudes open ended format. Guidance Asso.

JOB FINDERS: IT PAYS TO ADVERTISE BK 508
Book on answering ads and going to apply. Bellman publishing Co.

JOB FINDING KIT BK 499
Five paperbacks, fundamental types to teach people how to get their own jobs. Coordinating Council for Occupational Education State of Wash.

JOURNALISM MINI-BRIEFS Kt 83
Briefs discussing jobs where a journalism background is useful. Teachers guide and student worksheets. 8½ X 11 stiff yellow paper. Occupation Awareness

LAW MINI-BRIEFS KT 102
Set of materials showing jobs where law background is useful. Browsing style. 8½ x 11 format. Teachers guide and student worksheet. Occupational Awareness

LIFE SCIENCE MINI-BRIEFS KT 113
Mini-briefs are one page summaries of jobs. These all relate to jobs where background in Life Science is helpful. Colorful paper. Teacher's guide & student summary sheets. Occupational Awareness

MAN HAS WINGS KT 2
1 instructors handbook on aircraft, five different booklets, 3 cassetts and 6 films on air control, pilots and machines, etc. Bowmar

MANAGING PERSONAL INCOME PH 355
Teachers guide and student problem book. Money management and banks. Continental, Illinois National Banking & Trust Company of Chicago

METAL WORKING KT 236
6 filmstrips with cassettes plus a career rating chart to be filled out while viewing the filmstrip. Titles: 1) Overview 2) Welder 3)Machinest 4)Electroplater 5)Sheet metal worker 6)Foundry worker. ZONAR

MONEY MANAGEMENT KT 143
Five notebooks on different kinds of checks. 4 folders with different kinds of money management needs. T. S. Denison & Co., Inc.

OCCUPATIONAL GUIDANCE UNIT I BK 540
8 volumes and index - each volume contains 20 jobs descriptions. Special bound units. Finney Company

OPPORTUNITIES IN RETAILING Pt 54
Half-tone pictures with lengthy captions suitable for indivdual or small group work. About 18 in set with directory. J.Weston Walch

PATHWAY TO YOUR FUTURE BK 509
Book about the job resume and letter of application. Packet of worksheets included. Bellman Publishing Co.

PERSONAL SERVICES OCCUPATIONS N
Cluster box of project collected materials both free and purchased, reading and non-print, some for consumption and other must be returned. WACOP

PLASTICS, FORMING AND DESIG KT238
6 filmstrips with cassettes plus a career rating chart to be filled out while viewing the filmstrips. Titles: 1) Overview 2) Plastic Lay-up Man, 3) Mold Maker, 4)Pattermaker/Form Die Maker, 5) Mold Setter, 6) Machine operator. Zonac

PLUMBERS & PIPEFITTERS FL 51
Two technicolor magi-cartridge about plumbers and pipefitters. Encyclopaedia Britannica

PREPARING FOR INTERVIEWS BK 141
A teachers transparency workbook with ditto masters minimum teacher guide. VMI

PRODUCTIVE THINKING PROGRAM KT 55
Courses in learning to think. Teachers' guide, problem sets, Basic Lesson 3, Reply booklet. Charles E. Merrill Pub. Company

SALES MINI-BRIEFS KT 95
22 briefs, teachers' guide. Set of information briefs for browsing. Jobs using sales background. Occup. Awareness

SELECTING A JOB KT 146
2 filmstrips, 16 copies programmed book, ind. activity. Designed to help develop basic skills for special ed students. Teacher instruction. Ed. Proj. Corp.

SKILLED & SEMI-SKILLED OCCUPATIONS PT 56
18 black and white posters, requirements and possibilities. Sampling of only a few of thousands of jobs. J. Weston Walch

SPEECH & DRAMA MINI-BRIEFS KT 96
15 mini-briefs, related occupations, teachers guide, & student survey sheet. 8½ x 11 stiff yellow paper, Occupational Awareness

STEWARDESSES FL 49
8 mm silent color filmloop showing the stewardess at work. Encyclopedia Britannica

SWIMMING POOL SERVICEMAN W 343
Unit designed to give learning entry level skills and knowledge to begin a job as a swimming pool serviceman. Designed for individual learning. 4 sections - Instructor's packet, Learner's packet, exercise and worksheet packet and test packet. Lessons such as: Job characteristics, equip. and materials, pH scale, pump, filter, trouble shooting, customer relations.
Mesa

A TELLER (BANK) S 101
Shoebox - career information re: Bank Teller and related jobs. 4-transaction activities, general business supplement. WACOP

TRANSPORTATION OCCUPATIONS G
Cluster-box project prepared. Contains free and purchased materials related to jobs in this cluster.

TYPING MINI-BRIEFS KT 91
Briefs discussing jobs where typing is required. 23 8½ x 11 inch stiff yellow pages. Teachers guide and student worksheets.
Occupational Awareness

USING CREDIT WITH UNDERSTANDING M 38
Transparencies to help student develop concepts concerning wise use of credit.
3M Corporation

USING THE WANT ADS KT 148
2 fs, looks at basic skill development through the use of career related topics. Teacher review of materials needed. NO guide.

VOCATIONAL BIOGRAPHIES BK 719
An up-dated version of already stocked booklets on various careers. Format includes personal interviews, salary and educational information duties and further information sources. Vocational Biographies Box 146.

YOUR JOB & YOUR FUTURE Bk 531
Paperbook, Basic information about jobs salaries, and skills, exercises
Webster Dev.- McGraw

DEMONSTRATION COPY ONLY
(available on limited checkout)

ACCOUNTING CLERK GUIDE PART I W 348
Instructor's packet, Test packet, learner packets. Designed to provide knowledge necessary for entry into a position of accounting clerk. Opportunities are included to learn accounting theory, payroll system and data processing. Needs textbook. Individual time determines.
Mesa

AIRLINE SALES REPRESENTATIVE FL 57
8mm color film loop-4 minutes.
Loop shows representative involved with passenger group sales and sales of freight to be shipped on his airline. Printed guide covers sequence of film and discussion questions.
Eye Gate.

BUILDING TRADES WORKERS KT 251
Teacher guide on the filmstrips. 10 filmstrips and 5 cassettes, Titles: Interior painter, exterior painter, finishing carpenter, roughing carpenter, plasterer, concrete bricklayer, sider, roofer, plumber. Very detail on-the-job exposure. Lengthy vocabulary, tools lists, skills lists, safety considerations and activities on filmstrip guide.
Eye Gate

CAREER DEVELOPMENT BK 764
(STUDENT WORKBOOK)
67 page, 8½ x 11 paperback workbook Designed to be used in a mini-course or guidance activity or as program individual learning. Starts with self, job study through interviews, work-study and exam. Occup. Awareness.

CAREER IN EDUCATION KT 256
2 filmstrips and cassettes. Part 1 explores through interviews the broad area of education as a vocational choice. Part 2 developes career profiles for students to identify with Good background information for teach and activities. Looks at teaching, administrator, librarian, guidance counselor. Pathescope Educational Films-Associated Press.

CAREER IN NURSING KT 247
2 filmstrips and cassettes and guide. Part 1 provides a broad picture of a career area using interviews with real people working at real jobs. Stresses relative importance of a given career to society in general. Part 2 focuses on the details of a given area of Nursing. Creates a profile against which the individual measures himself. Practical Nursing not mentioned. Very good background information in manual for teacher's use. Pathescope Educational films-Associated Press.

DEMONSTRATION COPY ONLY
(available for limited check-out)

CAREER IN SALES KT 252

The opportunities, challenges, qualification and rewards in the extensive field of sales are surveyed in this program via a broad spectrum of people in sales who share their experience, expertise and advice with the audience. Filmstrip and cassette #1 gives overview of the field and Part 2 filmstrip and cassette interviews people on the job or from the field including Fuller Brush, insurance, music instrument store, etc. Good guide for teacher reference. Pathescope Educational Film-Associated Press

CAREERS C 130

12 cassettes and printed guide. Series of dramatization tapes exploring careers in 12 areas: Construction, industry, education, Law, Sales, Mass Communication, Hotel/Motel/Restaurant, Graphic Arts, Health, Distribution, Transportation, Security and Protection. Guide suggests programs for classes around the career probes. Young people are principle characters and involve the listener. Education Corp. of America.

CAREERS IN AEROSPACE - TICKET AGENT FL 61

Procedure for issuing a ticket is shwon. Skill and tact under pressure are demonstrated. Personality qualities are stressed. Both discussion questions and activities are included in the printed guide.
Eye Gate

CAREERS IN AGRICULTURE KT 255

2 filmstrip and cassettes and guide- Part 1 says to student "This is the kind of work you would be doing. This is how you would do it. This is where you would work and the people with whom you would work. Is this your area? Part 2 interviews people in Agriculture such as farmer, rancher, admin. scientist technician. Good teacher background information. Pathescope Ed. Films-Associated Press

CAREERS IN BUSINESS ADMINISTRATION KT 249

"Business - in its most basic sense, the exchangeof goods and services and the management of property - is obviously an essential activity in any civilized society anywhere at any time." 1st- filmstrips and cassette gives overview of total area. 2nd part (filmstrips and cassette) focuses on the details of given career areas by interviewing people such as Grad. School of Business professors, students, business owner/managers and others. Good guide. Pathescope Ed. Film-Associated Press.

CAREERS IN CONSTRUCTION KT 257

Part 1 (filmstrip and cassette) gives general picture of the work field with such factors as conditions and other people shown. Part 2 (filmstrip and cassette) talks to people in the 3 categories of heavy construction contractors. Excellent background information in the guide for teacher or student use. Pathescope Educational Film-Associated Press.

CAREERS IN FOOD MERCHANDISING FS 75

32 color slides and written script-guide in a notebook format. Looks at the career potential in food merchandising. Following the script are discussion questions and suggested student project Fairchild Visuals

CAREERS IN TRANSPORTATION KT 250

Program emphasizes the major areas of: Aviation, Trucking, Mass transp. Maritime shipping and railroading. 2 filmstrips and cassette with excellent guide. In filmstrip #1 many of the most interesting careers in transportation are described. In filmstrip #2 some of these jobs are described by people who are themselves directly involved. Developes through Q. a career profile for people in transportation. Pathescope Educational Films-Associated Press

DEMONSTRATION COPY ONLY
(available for limited check-out)

CATALYST BK 769
Speciman set with stand. Series of 37 booklets in paperback. Prepared by a national nonprofit organization for expanding employment opportunities for college-ed. women. Booklet 3 series-career opportunity, ed. opportunities and self-guidance sets 27 cover specific work areas. Catalyst.

CLERICAL OCCUPATIONS KT 262
Emphasis is on non-college bound students. Summary and overview looks at general information, requirements, outlooks and working conditions and benefits. 6 filmstrips and cassettes. Besides overview-medical record tech., file clerk, receptionist, secretary and clerk typist. ZONAR

COMMERCIAL AVIATION - AIR TRANSP. KT264
Overview filmstrip and cassette looks at total occup. field and defines the 5 aeeas for in depth study. 5 filmstrips and cassettes: Radio Repairman, Flight despatcher, aircraft electrician, engine mechanics and instrument repairman. Chart guide gives sources for additional information. ZONAR

CONTROL TOWER OPERATOR FL 58
Part of Careers in Aerospace. 4 mim. color silent 8 mm loop. Shows the complex job of a control tower operator. Shows the teamwork, eyes us and common sense required as well as the modern elec. equipment in use. Kennedy tower is the scene. Guide gives film sequence and discussion questions. Eye Gate

CONTROL TOWER TRAINEE FL 53
4 minute, 8 mm film loop. Color shows trainee receiving both theoretical and practical supervision. Emphasizes how well-supervised and extremely personal the instruction will be. Guide gives sequence and discussion questions. Eye Gate

FINDING YOUR JOB KT 234
6 filmstrips, 3 cassettes. Titles: "Finding a Career", "The Job Interview", "What Can You Do", "Working For Someone Else", "Job Shopping" "Getting a Better Job". Secondary Level. WACOP

FREIGHT AGENT FL 59
4 min. Super 8 mm film loop - color with printed guide film shows a freight agent performing a variety of duties on and off the airfield. Shows staff participation. Gives 8 different sequences and discussion questions and activities. Eye Gate

HOW A BOOK IS MADE KT 242
Set has records and 3 filmstrips of color photographs - 1 per unit on "Editorial, Act and Production," "Printing and Platemaking" and "Binding". A book is included The Ballad of the Burglar of Babylon and bookmark summary card. Guide has glossary plus suggested uses and lessons. Multi-Media Plus

HOMEMAKING MINI-BRIEFS KT 103
Materials designed to show relation of classroom work to possible jobs in the area. Browsing style briefs. Teacher guide and student worksheets.

HOSPITAL JOB OPPORTUNITIES KT 245
10 filmstrips/5 cassettes- "printed guide" is included on the filmstrip. Titles include: X-Ray technician, Inhalation therapy tech, Medical Asst. Nuclear Tech., Trainee, nurses aid, nurse, Diet Clerk and Fry cook, Hosp. Food Service workers, Hosp. Admin., Job and Maintenance Mechanic and Electrician and custodian. Color photo. of workers on the job. Eye Gate

JET CAPTAIN FL 52
4 minute, 8 mm silent color film loop with printed material (quest, etc.) on package. Covers safety, retraining and up grading, and practice. Sequence shows on the job requalifing, yet simulator, self-quiz at training center. Discussion question and activities included. Filmstrip and cassette version also available. Eye Gate

JET ENGINE MECHANIC FL 56
4 min., 8 mm color. Technicolor film loop. Shows that jet planes need specialists to keep them in shape. Shows emergency work being done overhaul, final checkout and testing. Guide gives film sequence and suggested questions for discussion. Eye Gate

JET MECHANIC TRAINEE FL 55
4 minute color silent super 8 mm film loop. From seires Careers in Aerospace. Guide on box. Loop illustrates the close supervision that an airline mechanic trainee enjoys. Obsurvation includes training, manuals, safety and actual repair work. Guide includes sequence summary and discussion questions. Eye Gate

JOB HUNTING: WHERE TO BEGIN KT 267
"Knowing where to look for a job and knowing how to analyze and present our own skills are frequently half the battle." 2 filmstrips and cassettes are designed to provide the novice job hunter with the basic information and skills needed for successfully seeking employment. Focuses on attitudes and problems encountered during the job hunt. Guidance Assoc.

JOB THAT GOES SOME PLACE KT 265
2 full color filmstrips and cassettes [illegible] minutes each. Part 1 has a dramatization with 2 individuals-one who cares about his career and future and one who is looking ahead. Emphasizes self-analysis. Part 2 shows 3 more dramalizations again people happy and unhappy in their jobs and narrator suggesting solutions. Guidance Associates

LICENSED PRACTICAL NURSES FL 28
8 mm silent technicolor film loop with content dealing with actual people in the job situation. Some captions.

LIKING YOUR JOB & YOUR LIFE KT 266
Part of a series, Job Attitudes - 4 filmstrips and cassettes about 8mim. each. Each filmstrip is devoted to the work and lifestyle of one skilled blue-collar worker. Texts are conversations with the workers and are in their own words. Pictures are shot on location at home and job. Stresses dignity, pride and self-respect. Guidance Associates.

A MAN'S WORK/CONSUMER C 128
10 cassettes with guide for non-proff. occup. spontaneous interviews with men on the job. Examples of titles include: Baker, Butcher, Bartender, Fireman, Gardner, Mail carrier, Mortician, Parking attendant, Presser, Security guard, Shoe maker, Sign Painter, TV repairman, waiter, window washer. Summary sheets for reproduction are included Marston's

A MAN'S WORK/MISCELLANEOUS C 129
10 cassettes and guide - on-the-scene interviews with workers. Non-profess fobs for men. jobs involving transportation, logging, mining, fishing, farming, graphic arts and communic/public utilities such as aircraft refueler, Bindery worker, linotype operator, meter reader, Tailor, taxi driver and television floorman. Marston's.

A MAN'S WORK/OFFICE & SALES C 127
10 cassettes and teacher's guide. Non-proff occup. on the scene interviews with workers. "In almost every case respondents were taken by surprise in order to guarantee spontaneity." Includes adjuster/claimsman, Airline Ticket Agent, Collection Man, Messenger, Room Clerk, Routeman, Stocks Manager/Clerk, Technical Illustrator, Traffic Agent. Marston'

A MAN'S WORK/PRODUCTION C 126
10 cassettes and guide which includes summaries of job desc. from the tapes. Interviews with jobs needing H. S. degree or less - taken on-the-scene with unpreposed wokers. General order of questions somewhat the same from tape to tape. Set includes: Auto body worker, Business machine tech, Candymaker, Electronic Tech, Food Processor, Glassblower, Locksmith, Stillman, Tire Recapper. Marston's.

MAN'S WORK/STRUCTURAL C 125
(GROUP 4)
10 cassettes and guide in notebook case Titles as Brickmason/Stone mason; derrick operator, gas lineman electrician, millwright, steam fitter. Emphasis on self-express through work. Marston's

DEMONSTRATION COPY ONLY
(available for limited check-out)

MOTION PICTURE AND TELEVISION INDUSTRY FL 62

From the series Life in a City - 3 min., color 8 mm technicolor film loop. Shows techniques employed in the production of motion picture and television shows - concentrate on behind the scene activities of the various technicians such as cameramen. Guide gives behavioral objectives and eval. techniques. Double day & Co., Inc.

PHOTOGRAPHY IS ... KT 214

Set of 79 slides, cassette sound track, teachers guide and 1 copy student book. Beautiful visuals-script for reading. Covers an introduction to career opportunities in Commercial and Professional Photography. Kodak

PILOT TRAINING FL 60

Film loop - part of Careers in Aerospace set. 4 min - color. Demonstrates training in classrooms, and simulator, shows second-office training. Guide covers sequence of 8mm film and suggested discussion questions. Eye Gate

PUBLIC SERVICE KT 263

Set of 6 filmstrips and cassettes-overview talks about the general employment outlook and working conditions and benefits then goes into 5 specific career areas: Court reporter, firefighter, social service aid, library aid and ambulance attend. All non-college prep jobs. Student analysis worksheets. ZONAR

PUBLIC UTILITIES KT 261

Fulmstrip and cassettes - overview and 5 personal explorations in public utilities such as: Customer Service represt., warehouseman, serviceman, fineman and telephone operator. Series emphasizes requirements, outlook and working conditions. Gets student to develop career profile. Acoustifone

OCCUPATIONAL PROFILES KT 272

A device to summarize the DOT into concise terms. Index gives list of 14 DOT general job areas from total list of 14 000 titles in alphabet. Listing cross referencing to a slide board which gives the summary of that job. 5 min. training to use. Johnson Publishing Company.

REPAIR AND MAINTENANCE - MECH. SERVICE NEEDS KT 237

A detailed filmstrip - cassette series covering 5 career areas (Major appliance repairman, heating and air-conditioning servicemen building and maintanence man, small engine repairman, motorcycle repairman) and including a career rating chart for student use. ZONAR

SELF INSTRUCTIONAL BEHAVORAL GROWTH BK 726

Programmed unit - 4 parts - a student directions, student book, overview and manual for teachers. "This unit will help you know deciding on a career is no simple task" or "Learn tolerance and appreciation for all careers." Designed to be consumed (ours aren't) Prototype-not available for sale yet. Behavior Consultants.

STEWARDESS FL 54

Film is concerned with the training and duties of the airline stewardess See her learning how to handle emergency situations and watch performance of duty. 8mm film loop-Technicolor, silent. Printed guide covers film sequence and discussion questions. Eye Gate

SUCCEEDING IN THE WORLD OF WORK BK 12

Hardbound text, teacher manual & student manual. State adopted text for business area. McKnght & McKnight

TEXTILE DESIGNER KT 240

Single filmstrip and cassette from larger series Modern Craftsman, looks at total area and then follows an artisen through the craft. AIDS

CAREER-O-GRAM

Can you find and circle the hidden careers? They read vertically, horizontally, diagonally, forwards, and backwards.

D	N	S	E	B	B	I	T	C	A	S	H	I	E	R
C	A	E	T	K	E	Y	P	U	N	C	H	E	R	D
A	M	C	A	E	P	R	L	I	N	M	G	J	A	N
R	E	R	E	I	N	T	H	T	E	A	C	H	E	R
P	C	E	S	T	O	O	M	N	A	Y	S	B	U	E
E	I	T	C	H	S	A	G	N	A	O	N	A	N	C
N	L	A	D	J	A	I	M	R	E	R	S	D	H	E
T	O	R	E	A	N	N	T	B	A	U	C	E	H	P
E	P	Y	A	E	N	A	N	N	A	P	M	H	A	T
R	L	K	E	S	R	U	N	R	E	I	H	P	P	I
E	A	R	H	Y	B	R	I	E	S	D	D	E	A	O
T	W	E	C	N	W	A	I	T	R	E	S	S	R	N
R	Y	L	A	D	G	C	I	N	A	H	C	E	M	S
C	E	C	O	O	K	R	O	I	O	M	F	R	O	T
P	R	M	C	M	D	V	N	A	M	S	E	L	A	S
T	D	O	C	T	O	R	E	P	E	E	K	K	O	O

Beautician
Bookkeeper
Carpenter
Cashier
Chemist

Clerk
Coach
Cook
Dentist
Doctor

Engineer
Keypuncher
Lawyer
Mayor
Mechanic

Nurse
Painter
Porter
Policeman
Receptionist
Salesman

Secretary
Stenographer
Teacher
Typist
Waitress
Writer

Hands-on Materials

A new category of media was added to the WACOP inventory last year - that of hands-on experience materials. The policy on the transfer to the schools remains that of last year- - - the borrower must arrange for delivery to and return from the school.

Length of time for loan will depend on the item and need in the situation.

CASH REGISTER - 200 lb. donation from grocery this is a working machine with tapes and instructions. Can be used by grades 2 - 12.

* * *

Glorification of Work in Literature

1. If a man love the labor of any trade, apart from any question of success or fame, the Gods have called him. —Robert Louis Stevenson, Scottish author of *Treasure Island, Dr. Jekyll and Mr. Hyde*, and other works.

2. A man is a worker. If he is not that he is nothing. —Joseph Conrad, British author who served in the French and British Merchant Marine.

3. Folks who never do any more than they get paid for, never get paid for any more than they do. —Elbert Hubbard, American writer, editor, and printer.

4. All men, if they work not as in the great taskmaster's eye, will work wrong, work unhappily for themselves and you. —Thomas Carlyle, Scottish easayist and historian.

5. Work is as much a necessity to man as eating and sleeping. Even those who do nothing that can be called work still imagine they are doing something. The world has not a man who is an idler in his own eyes. —Wilhelm Humbolt, German philologist and diplomat who was influential in developing the science of comparative philosophy.

6. Give me love and work—these two only. —William Morris, English poet and artist.

7. Labor rids us of three great evils—irksomeness, vice, and poverty. —Voltaire, French writer.

8. Without labor nothing prospers. —Sophocles, Greek dramatist.

9. A nation's welfare depends on its ability to master the world, that on its power to work, and that on its power of thought. —Theodore Parker, American Unitarian clergyman who took a leading part in the anti-slavery campaign.

10. The fruit derived from labor is the sweetest of all pleasure. —Vauvonargues, French moralist.

11. Genius begins great works; labor alone finishes them. —Joubert, French moralist, associated with Chateaubriand.

The RECORD Speaks

The following are rated low on copyright date (older than 1965), completeness of content, appropriateness to Career Education, or other factor. They may still be checked out through the center, however, and the same procedure for doing this is used.

ALL ABOARD, LET'S GO	(C 108)
BANKING: AN ECONOMIC DECISION GAME	(Kt 56)
CAREERS FOR GOOD SPEAKERS	(Pt 30)
CAREERS FOR GOOD WRITERS	(Pt 32)
CAREERS IN ART	(Pt 29)
CAREERS IN MUSIC	(Pt 28)
CAREERS RELATED TO AGRICULTURE CLASSES	(M 61)
CAREERS RELATED TO FOREIGN LANGUAGE CLASSES	(M 52)
COMMUNITY HELPERS	(FS 61)
CROSSWORD PUZZLES FOR READING - THINKING SKILLS (6 books)	(Bk 694)
THE FAMILY BUDGET	(Ph 508)
FAMILY MEMBERS AT WORK	(FS 58)
FASHION CAREERS	(Pt 33)
GETTING A JOB	(Pt 27)
HOW AND WHY OF BANKING STUDENT WORKBOOK	(Ph 505)
HOW YOU CAN GET A BETTER JOB	(Kt 24)
IF.....SERIES	(Bk 320)
INDIVIDUAL COMPUTATIONAL SKILLS PROGRAM	(Bk 689)
INDUSTRIAL CAREERS KIT	(Kt 66 F
JOB FAMILY SERIES	(Bk 343)
JOB FINDING 11	(Fs 52)
JOBS FOR THE 1970's	(Fs 71)
KNOWING YOURSELF - 1	(Fs 49)
KNOWING YOURSELF - 2	(Fs 50)
LEARNING MORE ABOUT YOUR JOB	(M 15)
LET'S EXPLORE JOBS	(Bk 345)
LET'S IMAGINE GOING PLACES	(C 107Q)
ONE NATION INDIVISIBLE	(Fs 13K)
POSTERS ON EDUCATIONAL CAREERS	(M 71)
PLAYING COMMUNITY HELPERS	(Fs 14)
READING FOR COMPREHENSION	(Bk 664)
READING - THINKING SKILLS LEVEL 6	(Bk 705)
SECRETARIAL CAREERS	(Pt 26)
STEPS TO A CAREER IN SPACE SCIENCE & TECHNOLOGY	(Bk 28)
STORIES IN BLACK & WHITE	(Bk 708)
TAKING A VACATION	(M 16)
TIME ABILITY	(M 5 Q 1)
TRUE BOOK OF SERIES	(Bk 267)
VALUES TO LEARN	(Bk 554)
QUESTIONS AND ANSWERS FOR CONSUMERS AND CUSTOMERS	(BK 630)
WE WORK TOGETHER	(Fs 14 C)